

Bradwell Parish Council



Dear Councillor

24th February 2021

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee** to be held online via Zoom Conferencing Platform on **Tuesday 2nd March 2021, at 7.00 p.m.**

Due to new Government Legislation, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (LAPCP Regulations 2020) this Parish Council's Standing Orders have been updated to allow the use of remote meetings while social distancing is in place.

AGENDA

2103-F21) To receive apologies for absence

2103-F22) To consider a motion to suspend the meeting to allow members of the public to inform the meeting

2103-F23) To receive declarations of Interest

Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with Bradwell Parish Council's Code of Conduct.

2103-F24) Minutes of Last Meeting

For information only; minutes were approved at the Parish Council meeting of 08/12/2020.

2103-F25) Clerk's Report (Appendix 1 circulated)

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 10th November 2020 (circulated with this agenda), and other relevant information.

2103-F26) Items for consideration and resolution

- a) A decision is required with regard to the remainder of the £10k COVID-19 grant. A draft proposal detailing two funding processes is circulated at Appendix 2
- b) Decision to be made regarding the following COVID-19 Grant applications received (Appendix 3 circulated):
 1. Great Yarmouth & District photographic society
 2. Bradwell Racing Pigeon Club
 3. Norfolk Citizens Advice
 4. Mandalay Wellbeing CIC. £500 was donated to this organisation in June 2020. Should a further £500 be donated?
- c) Decision is required whether to approve the proposed advertising rates for the Bradwellian, as recommended by the Bradwellian working group. (Appendix 4 circulated)
- d) Decision is required whether to approve the hire of an 1100 litre lockable wheelie bin for waste at Leo Coles Pavilion at the cost of £78 rental per annum with £21.85 per lift, as recommended by the Amenities Committee. The legal power is Highways Act 1980, ss. 43 and 50 (Appendix 5 circulated).
- e) Decision is required whether to approve the purchase of three new noticeboards at the total cost of £1,135 (excluding installation) as recommended by the PR and Publicity Committee (Appendix 6 circulated). The legal power is LGA 1972 s142.
- f) Decision is required whether this Council should appoint YMCA Norfolk to run a trial Bradwell Youth Club, possibly in conjunction with Belton and/or Burgh Castle PCs? Details were sent to all Councillors in December 2020. This was referred to this Committee from the Parish Council meeting of 8th Dec 20. Additional info is circulated at Appendix 7.

- g) Permission is sought from the Bradwellian Working Group to correspond with the public directly using specific email address bradwellian@bradwellparishcouncil.co.uk. (see draft enclosed Terms of Reference at Appendix 8)
- h) Review of Internal Controls (see Appendix 9):
 - 1. Draft Internal Controls Plan
 - 2. Annual review of Risk Management Policy
 - 3. Annual review of insurance policy
 - 4. Annual review of Standing Orders (this is to be deferred until the Parish Council meeting of 23rd March 2021)
 - 5. Documentation held in office safe
 - 6. Asset Register

2103-F27) Items for correspondence & information only

- a) Norfolk ALC has offered full Council training free of charge. Date to be agreed.

2103-F28) Finance (Appendix 10 circulated)

- a) Statement of Accounts Quarter 3 (to December 2020).
- b) Accounts for payment – To review and approve items of expenditure
- c) Bank Reconciliation including bank account balances for approval – to receive, approve and sign bank reconciliations prepared by the RFO.

Yours sincerely,

C Bacon

Clerk