

Bradwell Parish Council



Dear Councillor

12th May 2021

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee** to be held at Bradwell Old School Village Centre on **Tuesday 18th May 2021, at 7.00 p.m.**

AGENDA

2105-F25) To receive apologies for absence

2105-F26) Appointment of Finance and General Purposes Committee Vice Chairman

2105-F27) To consider a motion to suspend the meeting to allow members of the public to inform the meeting

2105-F28) 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.

2105-F29) Minutes of Last Meeting

For information only; minutes of 20th April 2021 were approved at the Annual Parish Council meeting of 4th May 2021.

2105-F30) Clerk's Report (Appendix 1 circulated)

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 27th April 2021 (circulated with this agenda), and other relevant information.

2105-F31) Items for consideration and resolution

- a) Insurance. Two specialist Parish Council insurance brokers were approached to submit quotes for renewal date of 31st May 2021. The renewal documents have been circulated with this agenda, along with a summary of material cover differences prepared by the Clerk.
- b) Draft Financial Regulations: To consider Councillors individual comments (previously circulated with agenda of 20th April 2021) and make recommendations for approval.
- c) Re-start COVID-19 grant scheme available to Bradwell groups not using the Community Centres: Committee to agree grant application form approval process.

2105-F32) Items for correspondence & information only

- a) Bradwell Reading Room Trust submitted financial information Apr20 – Mar21.
- b) NARS thank you for the donation.
- c) The Local Government Boundary Commission for England has published their final recommendations, which divides Bradwell into three electoral arrangements. Their proposed changes must now be approved by Parliament, with their proposals for new electoral divisions being implemented at the local elections in 2025.

2105-F33) Grant payments to Bradwell Community Centre Trust. Invoices submitted for payment approval (paperwork circulated with this agenda)

- a) Mend It Matt £1,016.00 (plus two alternative quotes provided) the Mend It Matt quote included additional works to what was invoiced.

- b) MPS Doors £1,379.99 (plus two alternative quotes provided)
- c) GY Glass £267
GY Glass £1,068
GY Glass 462

TOTAL to GY Glass £1,797 (plus two alternative quotes provided)

Not including the above payments, total payments to BCCT to date is £5,016.20. Including the payments above, the total will be £9,209.19.

2105-F34) Finance (Appendix 2 circulated)

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

Yours sincerely,

C Bacon

Clerk