

Bradwell Parish Council



7th July 2021

Dear Councillor

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee** to be held at Bradwell Bowling Club on **Tuesday 13th July 2021, at 7.00 p.m.**

AGENDA

2107-F71 To receive apologies for absence

2107-F72) To consider a motion to suspend the meeting to allow members of the public to inform the meeting

2107-F73) 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.

2107-F74) Minutes of Last Meeting

For information only; minutes of 18th May 2021 were approved at the Annual Parish Council meeting of 22nd June 2021.

2107-F75) 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.

2107-F76) Items for consideration and resolution

- a) Proposal to publish on the Parish Council website approved Policies and Code of Conduct
- b) To approve the use of variable Direct Debit, Standing Orders and BACS payments – to be approved every two years as per the Financial Regulations (see Appendix 2).
- c) This Council currently registers a '.co.uk' domain name. Should consideration be given to registering a 'gov.uk' domain name (see appendix 3).
- d) To consider Cllrs individual comments on the Model Councillor Code of Conduct (circulated to all members in June 21) and make recommendations for approval (see Appendix 4).
- e) Proposal for Health & Safety meeting arrangements post-COVID 19th July 2021.
- f) Proposal to erect a second refurbished noticeboard at the alternative gate at Cley Road Allotments. The costs involved would be purchase of a new pinboard, posts and postcrete at approx. £70 + VAT.
- g) Proposal to advertise for an Assistant to the Clerk role – costs to be advised at the meeting.

2107-F77) COVID Re-Start Grant Applications for consideration (see Appendix 5)

2107-F78) Items for correspondence & information only

- a) Bradwell Old School Village Hall thanked the Parish Council for the continued support.
- b) Invitation to bid for 50/50 funding for highways improvements. Bids to be received by 10/12/21.
- c) The Finance checks for Q1 took place on Thursday 8th July 2021

2107-F79) Finance (Appendix 6 circulated)

- a) Statement of Accounts Quarter 1 (April-June 21) – to receive, and approve accounts prepared by the RFO, circulated with this agenda.
- b) Statement of quarterly committee budgets, circulated with this agenda. To receive and approve new reporting of committee accounts, which, if approved, could be presented at each future committee meeting.
- c) Accounts for payment – To review and approve items of expenditure.
- d) Bank Reconciliation including bank account balances for approval – to receive and approve bank reconciliation prepared by the RFO.

Yours sincerely,

C Bacon

Clerk