



Southbourne Parish Council

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**NOTICE OF A MEETING OF THE SOUTHBOURNE PARISH COUNCIL
FINANCE AND POLICY COMMITTEE
7th SEPTEMBER 2022**

Councillors are respectfully summoned to attend a meeting of the Southbourne Parish Council's Finance & Policy Committee on **Wednesday 7th September 2022 at 6.30pm** at St Johns Church Hall, Main Road, Southbourne PO10 8JE for the transaction of the business on the Agenda below.

Members of the Press and public are welcome to attend.

A handwritten signature in black ink, appearing to read "Sheila Hodgson".

Sheila Hodgson
Clerk to the Council

Date 31st August 2022

AGENDA

1. Chairman's welcome and introduction
2. Apologies for absence
3. Minutes.
To approve and sign the Minutes of the Finance & Policy Committee Meeting held on 6th July 2022
4. Declarations of Interest.
Members and Officers are invited to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should re-declare their Interest before consideration of the item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days
5. Adjournment for Public Open Forum
6. Clerks Update

7. Financial Reports - Month End

To receive and Note, the reports for the Months of July and August 2022 as follows:

- To Note verification of bank reconciliations for the Councils Current Account and Active Saver Accounts for the month of July and August in line with the Councils Financial Regulations
- To Note the Income, Expenditure for the period covering 1st April 2021 – 31st August 2022
- To Note the Balance Sheet, Receipts and Payments report and EMR reports

8. To agree any pending payments and to ratify payments as previously circulated

9. To consider a request from AFC Southbourne for an extension in regard to payment due for Licence Fees for 2022/23 season

10. To Note the Internal Auditors Interim report on for the audit held 25th August 2022 including consideration of any recommendations and breakdown of audit costs (F&P 6th July 2022 Min. 9.4 refers)

11. Consideration of any budgetary requests or recommendations from other Committees including recommendation from the Greenspace and Community Services Committee (26th July 2022 Min.32 refers) for maintenance and repair to bus shelters

12. Budgets – including review of staffing budget for 2022/23 (F&P 6th July 2022 Min. 13.1 refers) and preparation and agreed process for the 2023/24 budget for SPC.

13. Consideration of a proposal from ACCLC to provide an additional Rialtas support package

14. To review and approve the following draft policies with recommendation to SPC for adoption:

- Standing Orders
- Financial Regulations
- Risk Assessment
- Emergency Plan
- Investment Policy

15. Further consideration of the proposal to rebrand Southbourne Parish Council including consideration of quotes and presentations from designers

16. Update from Working Group on progress to the production of a Business Plan for Southbourne Parish Council

17. To Note the Date and Time of next meeting