

SOUTHBOURNE PARISH COUNCIL

Robin Davison
Clerk to the Council
e-mail: clerk@southbourne-pc.gov.uk

The Village Hall
First Avenue
Southbourne
PO10 8HN
Telephone (01243) 373667

15 July 2021

Dear Sir / Madam,

A meeting of **Finance and General Purposes Advisory Committee** will be held remotely on **Tuesday 20 July 2021 at 7.00 p.m.**

R A Davison
Clerk and RFO

AGENDA

1. **Apologies**
2. **Declarations of Interest**
3. **Action List** from 15 June 2021.
4. **Approval of Payments**

The list shows the payments made and payments that need approval.

5. **Items raised from the Council Meeting on 13 July 2021**
6. **Income and Expenditure against Budget - June 2021**
7. **Bank Balances**
8. **Cheque Signatories**

Barclays Bank confirmed on 14 July that the mandate changes to include Mr Brown and Mrs Hicks had been completed.

9. **Update on NHB projects**

At its meeting on 13 July 2021 Council agreed to add two noticeboards (for Recreation Ground and for the Slipper Road replacement) to the bids. Remaining NHB funding to be added to the projects for the bike racks, outside Tesco and the Recreation Ground as contingency.

10. Review notes on changing banks

11. Update on Pavilion - and plan to move forward.

12. Training and the Transparency code – Chairman to report.

13. Audit Quotes

14. Date of Next Meeting – 24 August 2021 to which all members of the Council are invited to discuss the Business Plan.

15. Exclusion of the Press and Public

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

16. Review IT requirements

To: Mr Brown, Mr Bulbeck, Mr Hayes, Mrs Hicks, Miss Tait, Mr Taylor and Mrs Thorne

Finance & General Purposes Committee

27 April 2021

Action List

| Agenda Item | Action | Action By |
|---|--------|-------------------------|
| 1. Apologies | | |
| 2. Declarations of Interest | | |
| 3. Review of Financial Regulations | | JB/LH/RAD |
| 4. Financial Information for the Parish Council – Noted. Information about ONH payments to be provided to F&GP | | RAD |
| 5. Project Management – Committee to consider priorities for current and future projects. PT/AT to put forward suggestions for consideration | | F&GP Cttee PT/AT/RAD |
| 6. SPC Grants – JB/LH/Clerk to review | | JB/LH/RAD |
| 7. Auditors – Clerk to contact auditors in W Sussex plus one in Hampshire with view to mid year audit in autumn. | | RAD |
| 8. Formalisation of Consultants ONH – Clerk to write to ONH regarding consultancy services post NP Submission. Check availability of Locality Grants for post NP Submission work | | RAD |
| 9. IT Platform – consider requirements for Council IT. Quotes from Cloudy IT and Microshade VSM | | PT/JB/RT/RAD |
| 10. Insurance Renewal – circulate to F&GP | | RAD/F&GP Cttee |
| 11. Allotments Advisory Committee – Recommend 5 members (3 SPC – 2 public; SPC Chairman) | | RAD All to note |
| 12. Date of Next Meeting – 25 May (NB subsequently postponed, date TBC) | | |