



Finance, Administration & Remuneration Committee

Committee members: Councillors S. Biddle, C. Cossburn, E. Fish, I. Gordon, M. Hallisey & M. Sullivan

You are summoned to attend the following meeting;

To be held on the Wednesday, 13 August 2025 at 19:30

This meeting will be held at Kings Worthy Community Centre, Fraser Road

Whilst **not** mandatory, to help prevent the spread of COVID-19 and protect those attending, - all attendees are recommended to adhere to following precautions:

- If you are clinically extremely vulnerable, we advise that you minimise contact and avoid attending meetings unless absolutely necessary.
- If you are presenting symptoms of COVID-19 then please do not attend the meeting.

Members of the public are also welcome to provide written representations to the Council.

Whilst we have taken steps to reduce the spread of COVID-19, please note that you attend the meeting at your own risk.

Please contact the Clerk if you have any enquires regarding this meeting.

Chair of the meeting: Ian Gordon

Clerk to the Council: Christopher Read

Agenda

1. Apologies for Absence
2. Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]
3. Impact of COVID-19 (including meeting recommendations)
4. To agree and sign the Minutes of the Meeting held on 16 July 2025
5. Matters arising from the meeting held on 16 July 2025
6. Proposed new expenditure for Finance approval
 - Planning & Highways
 - Finance, Administration & Remuneration
 - Replacement automatic door closer for Kings Worthy Community Centre
 - Costs associated with Kings Worthy Community Centre – including Janitorial costs, sanitary services provision plus initial upgrade and maintenance works.

- Recreation & Amenities – Costs for establishment of allotment site including additional fencing rails
 - Grants –
 - Survivors of Bereavement by Suicide (SoBS)
 - Worthys Festival (revised grant application)
7. Potential provision of Parish Council owned devices for Councillors
 8. To review and approve the management accounts report for the period ending 31 July 2025
 9. To review and approve the payment listing (copy to be available at the meeting and attached the minutes of the meeting).
 10. Update on renewal of Parish Council's insurance cover including potential additional cover needed for Kings Worthy Community Centre
 11. Update on the future management of Kings Worthy Community Centre
 12. Remuneration & staffing
 - Replacement Deputy Clerk including advertisement and interview process
 13. Tubbs Hall – landlord's responsibilities
 14. Legal issues
 15. Items for inclusion in Council communications
 16. Responsible Finance Officer/Clerk's Notices
 17. Chairman's Notices
 18. Items for discussion at the next meeting – 17 September 2025
 - Review of Council fees
 - Review of internal audit provision
 - Potential provision of Parish Council owned devices for Councillors