



Finance, Administration & Remuneration Committee

Committee members: Councillors E. Fish, I. Gordon & Mandy Hallisey

You are summoned to attend the following meeting;

To be held on the Wednesday, 16 October 2024 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 25 September 2024
5. Matters arising from the meeting held on 25 September 2024
6. Proposed new expenditure for Finance approval
 - Planning & Highways
 - Finance, Administration & Remuneration
 - Recreation & Amenities
 - Communications
 - Grants – Citizens Advice Winchester District
7. To receive the statement of accounts and management reports for period ended 30 September 2024

8. To review the draft Forecast Outturn (2024/25) and budget (2025/26)
9. To review and approve the payment listing and approval of additional back-up bank signatories.
10. Review of internal auditor including independence from the Council
11. Parish Council cyber insurance – cyber training and change of details policy
12. Potential electric vehicle charging points at Kings Worthy Community Centre – Confirmation of feasibility study and agreement of non-disclosure agreement
13. Update on the new sub-lease with Tubbs Hall Management Committee
14. Review of Maintenance Technician's contract
15. Update on Annual employer's pension meeting
16. Updates (if any):
 - Update on opening of CCLA public sector deposit fund investment
 - Council storage facilities – Update on costs for potential solutions
 - Update on new website and email system
 - Induction loop for the meeting room
 - Update on new website and email system
 - Fire door works update
17. Remuneration & staffing
 - Review and approval of pensions Discretions Policy
 - Approval of secondary employment for the Deputy Clerk
18. Tubbs Hall – landlord's responsibilities
19. Legal issues
20. Items for inclusion in council communications
21. Responsible Finance Officer/ Clerk's Notices
22. Chairman's Notices
23. Items for discussion at the next meeting on 13 November 2024