

Finance, Administration & Remuneration Committee

Committee members: Councillors J. Archer, E. Fish, I. Gordon & M. Miller-Hall

You are summoned to attend the following meeting;

To be held on the Wednesday, 18 January 2023 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:

- Wear a face mask if vulnerable (unless you are exempt or have a reasonable excuse)
- Maintain social distancing of at least 1-metre+ where possible
- 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 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 of the meeting: 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 November 2022
5. Matters arising from the meeting held on 16 November 2022
6. Proposed new expenditure for Finance approval
 - Planning & Highways
 - Finance, Administration & Remuneration
 - Revised phone & broadband contract
 - Recreation & Amenities
 - Communications
 - Grants
7. To receive the statement of accounts and management reports for period ended

31 December 2022

8. To review the draft forecast outturn (2022/23) & budget (2023/24)
9. To authorise the payment listing
10. Lovedon Fields open space transfer – update (if available)
11. Parish Council play areas –
 - Fire at Fraser Road play area - update
 - Eversley Park play area tender – update
12. Internal audit arrangements
13. Grounds Maintenance contract tender - update (if available)
14. Review of fees & charges
15. Remuneration & staffing
 - Deputy Clerk recruitment – update (if available)
 - Review of salaries
16. Tubbs Hall – landlord’s responsibilities
 - Proposed new sub-lease - update (if available)
17. Legal issues
18. Items for inclusion in council communications
19. Responsible Finance Officer / Clerk’s Notices
20. Chairman’s Notices
21. Items for discussion at the next Meeting on 15 February 2023