

Finance, Administration & Remuneration Committee

Committee members: Councillors E. Fish, I. Gordon, Mandy Hallisey & M. Miller-Hall

You are summoned to attend the following meeting;

To be held on the Wednesday, 25 September 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 21 August 2024
5. Matters arising from the meeting held on 21 August 2024
6. Proposed new expenditure for Finance approval
 - Planning & Highways
 - Finance, Administration & Remuneration –
 - Remembrance Day signage for Kings Worthy Community Centre
 - Recreation & Amenities –
 - To ratify material costs for volunteer works at the Burial Ground.
 - Communications
 - Grants – Citizens Advice Winchester District

7. Parish Council insurance renewal including costs
8. To receive the statement of accounts and management reports for period ended 31 August 2024
9. To review and approve the payment listing
10. Internal audit report items
 - Council use of the CCLA public sector deposit fund – Update on opening of deposit with the fund
 - Council storage facilities – Update on costs for potential solutions
11. To receive the external auditor's report (if available)
12. Updates (if any):
 - Potential additional community use for Kings Worthy Community Centre
 - Adjustments to the office door
 - Update on the new sub-lease with Tubbs Hall Management Committee
 - Induction loop for the meeting room
 - Update on new website and email system
 - Potential electric vehicle charging points at Kings Worthy Community Centre
 - Fire door works update
13. Remuneration & staffing
 - Review and approval of pensions Discretions Policy
 - Annual pay review
14. Tubbs Hall – landlord's responsibilities
15. Legal issues
16. Items for inclusion in council communications
17. Responsible Finance Officer/ Clerk's Notices
18. Chairman's Notices
19. Items for discussion at the next meeting on 16 October 2024