

Selattyn and Gobowen Parish Council

Finance and Executive Committee Meeting

Gobowen Pavilion St Martins Road

Wednesday 5th October 2022 at 6:00pm

B. Laraway

Bridget Laraway, Parish Clerk
30th September 2022

AGENDA

FE / 321 ***To receive and approve apologies and reasons for absence***

FE / 322 ***Disclosable Pecuniary Interests***

- a. Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
- b. To consider any applications for dispensation

FE / 323 ***Public Participation session***

A period of 15 minutes will be set aside for the public to speak on items on the agenda.

FE / 324 ***To confirm the minutes of the 29 June 2022 meeting***

FE / 325 ***To consider the Clerk's progress report***

FE / 326 ***Policies – to review existing policy and agree changes***

- a. Grant awarding policy (minor changes proposed)

FE / 327 ***Risk Management documents – to consider the proposed changes and make a recommendation to Full Council.***

- a. Risk Management policy
- b. Accounting Procedures risk assessment
- c. Asset inspection schedule

FE / 328 ***Business Continuity – to consider and make recommendation to Full Council.***

- a. Draft Business Continuity Plan (new policy document)
- b. Purchase of SaaS Protection for Microsoft 365 (Cloud to Cloud backup) for Clerk.
Annual licence cost **£28.80** + vat.

FE / 329 ***Banking***

- a. **To note** the Clerk's report on current bank and investment accounts values and interest rates.
- b. To consider the Clerk's proposal for transfers between banks accounts to reduce the risk of financial loss.

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- c. To consider options for re-investing £85,000 matured deposit from United Trust Bank.

FE / 330 ***Streetlights assets – to consider and agree approach to streetlight valuation for asset register.***

FE / 331 ***Internal Control – to note the report from Cllr Clare regarding Quarter 2 financial checks carried out in August 2022.***

FE / 332 ***Document disposal - to agree the secure disposal of the following paper-only documents.***

- a. Councillor records 2007-2015 including Declarations of Acceptance of Office, Registers of Interests, applications for co-option, contact information, resignation letters and general correspondence.
- b. Correspondence & complaints from residents between 2004 and 2011.
- c. Correspondence from Oswestry Borough Council's Parish Renumeration Panel dated 2003 and 2005.

FE / 333 ***Document disposal – to consider offering the following documents held in the Parish Council files to the newly formed local history group.***

- a. Original typed copy Parish Council Chairman's annual report from 1988 (no personal details included)
- b. Order of service from 20th August 1995 for a service at Preeshenlle URC to mark the 50th Anniversary of the end of the Second World War

FE / 334 ***Future Agenda Items***

FE / 335 ***Future meetings***

To note the date of the next meeting: Wednesday 23 November 2022 6pm.