

Selattyn and Gobowen Parish Council

Finance & Executive Committee Meeting

Gobowen Pavilion St Martins Road

Wednesday 22 March 2023 at 6:00pm

B. Laraway

Bridget Laraway, Parish Clerk

16 March 2023

AGENDA

FE / 353 *To receive and approve apologies and reasons for absence*

FE / 354 *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 / 355 *Public Participation session*

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

FE / 356 *To confirm the minutes of the 23 November 2022 meeting*

FE / 357 *To consider the Clerk's progress report*

FE / 358 *Financial – to consider and make a recommendation to Full Council*

- a. **To consider** applying for a Unity Corporate Multipay Card for use by the Clerk and to set item and monthly expenditure limits.
- b. **To agree** to make arrangements to pay the Clerk's salary by standing order
- c. **To agree** to make arrangements to pay HMRC by direct debit (will require a change to Financial regulation 6.7)

FE / 359 *Terms of reference review*

To review the document introduction, the terms of reference of the Finance Committee and its sub-committees, the responsibilities delegated to the Clerk and consider any changes to recommend to Full Council.

FE / 360 *Standing Orders review*

To review the Council's standing orders and consider any changes to recommend to Full Council.

FE / 361 *Financial Regulations review*

To review the Council's Financial Regulations and consider any changes to recommend to Full Council.

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FE / 362 *Asset register – to review and agree any changes.*

FE / 363 *Parish Council telephone landline – to consider transfer of contract to local supplier*

FE / 364 *Pavilion broadband – to consider renewal of existing contract or transfer to local supplier.*

FE / 365 *Devices – To discuss purchase / provision of devices for all Councillors.*

FE / 366 *Three Parishes Big Local Legacy Fund – To suggest and discuss potential projects for investing the remaining funds (£8718)*

FE / 367 *Defibrillator Management and Maintenance*

- a. **To agree** policy
- b. **To consider** and agree stock levels to be maintained for electrode pads

FE / 368 *Document disposal - to agree the secure disposal of the following paper-only documents.*

- a. Invoices issued (Income) 2012/13 financial year

FE / 369 *Future Agenda Items*

FE / 370 *Future meetings*

To consider the dates and times of future meetings and make recommendations to Full Council.

FE / 371 *Closed Session – to resolve that:*

In accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.

FE / 372 *Staff matters*

To consider and make recommendations to Full Council concerning updates to the Statement of Main Terms of Employment in accordance with changes to the NJC Green Book and changes to employment legislation made under The Good Work Plan 2020.