

MICKLEFIELD PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE FINANCE AND CORPORATE MANAGEMENT COMMITTEE TO BE HELD ON MONDAY 15 OCTOBER 2018 7.30PM, THE OLD FIRE STATION (MICKLEFIELD YOUTH AND ADULT CENTRE)

This meeting is open to the public.

Members of the Committee are summoned to attend this meeting.

Signed:

Clerk to the Council Date: 10th October 2018

AGENDA

18/16 To disclose or draw attention to any disclosable pecuniary interests and any other significant interests that the member wishes to declare in the public interest, for the purposes of the Localism Act 2011, s31 and the Members' Code of Conduct paras 10-14

18/17 APOLOGIES FOR ABSENCE

/1 To receive apologies for absence

/2 To approve reasons for absence

18/18 To identify items requiring exclusion of the public under the Public Bodies (Admission to Meetings) Act 1960, s2 and the reason for the exclusion

18/19 To consider dispensation requests received by the Clerk prior to the meeting

18/20 To approve the minutes of the meeting held on Monday 18 June 2018 (attached)

18/21 To note matters arising from the minutes of the meeting held on Monday 18 June 2018

18/22 FINANCIAL MANAGEMENT

/1 To verify the bank reconciliation for the period 1 June to 30 September 2018 (attached, with supporting documents)

/2 To receive an update on the procurement of a Cashplus pre-paid debit card

18/23 TRAINING

/1 To receive an update on member training

/2 To receive an update on staff training

18/24 LOCAL COUNCIL AWARD SCHEME

/1 To note steps taken towards achieving recognition from the Local Council Award Scheme

18/25 STAFF EMPLOYMENT

/1 To note submitted TOIL sheets for the period 1 April to 29 September 2018

/2 To agree the number of hours of TOIL earned and taken between 1 April and 29 September the remaining balance

/3 To approve the payment of the remaining TOIL earned between 1 April and 29

September 2018 and of all ensuing Tax, NI and pension payments

18/26 To agree an Annual Plan for 2019/20 for recommendation to full Council (2018/19 Annual Plan attached)

18/27 To appoint a working group to formulate a set of revised Standard Orders based on NALC's draft revised Standing Orders, for recommendation to the Committee

18/28 To receive an update on the archiving of the Parish Council's old files

18/29 Items for discussion and requests for agenda items

18/30 To note the date of the next Finance and Corporate Management Committee meeting as Monday 18 February 2019

Joanne Hebden
Clerk to the Parish Council
(Sole Trustee of Micklefield Recreation Ground Charity)

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