

MICKLEFIELD PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE FINANCE AND CORPORATE MANAGEMENT COMMITTEE TO BE HELD ON MONDAY 17TH JUNE 2019 7.30PM, CHURCHVILLE HOUSE, CHURCHVILLE DRIVE

This meeting is open to the public.

Members of the Committee are summoned to attend this meeting.

Signed:

Clerk to the Council Date: 12th June 2019

AGENDA

19/01 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

19/02 APOLOGIES FOR ABSENCE

/1 To receive apologies for absence

/2 To approve reasons for absence

19/03 To identify items requiring exclusion of the public under the Public Bodies (Admission to Meetings) Act 1960, s2 and the reason for the exclusion

19/04 To consider dispensation requests received by the Clerk prior to the meeting

19/05 To approve the minutes of the meeting held on Monday 25 February 2019 (attached)

19/06 To note matters arising from the minutes of the meeting held on Monday 25 October 2019

19/07 FINANCIAL MANAGEMENT

/1 To verify the bank reconciliation for the period 1 April 2019 to 31 May 2019 (attached, with supporting documents)

/2 To consider (an) alternative provider(s) of pre-paid debit cards

19/08 TRAINING

/1 To receive an update on member training

/2 To receive an update on staff training

19/09 LOCAL COUNCIL AWARD SCHEME

/1 To note the evidence and steps required to achieve foundation level of the Local Council Award Scheme (attached)

19/10 STAFF EMPLOYMENT

/1 To note submitted TOIL sheets for the period 30 December 2018 to 24 March 2019

/2 To agree the number of hours of TOIL earned and taken between 30 December 2018 and 24 March 2019 and the remaining balance

/3 To approve the payment of the remaining TOIL earned between 30 December 2018 and 24 March 2019 and of all ensuing Tax, NI and pension payments

19/11 To receive an update on alternative solutions for the storage of Parish Council documents

19/12 To receive an update from the Standard Orders working group

19/13 To receive an update on the archiving of the Parish Council's old files

19/14 Items for discussion and requests for agenda items

19/15 To note the date of the next Finance and Corporate Management Committee meeting as Monday 21 October 2019, in Churchville House, to commence at 7.30pm

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

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