

MICKLEFIELD PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE FINANCE AND CORPORATE MANAGEMENT COMMITTEE

**TO BE HELD ON MONDAY 17 OCTOBER 2022
7.30PM, I.T. SUITE, THE OLD FIRE STATION, GREAT NORTH ROAD, MICKLEFIELD**

This meeting is open to the public.

Members of the Committee are summoned to attend this meeting.

Signed:

Clerk to the Council Date: 12th October 2022

AGENDA

FCM/22/14 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 Councillor Code of Conduct para 9 and Appendix B paras 4 - 9

FCM/22/15 APOLOGIES FOR ABSENCE

/1 To receive apologies for absence

/2 To approve reasons for absence

FCM/22/16 To identify items requiring exclusion of the public under the Public Bodies (Admission to Meetings) Act 1960, s2 and the reason for the exclusion

FCM/22/17 To consider dispensation requests received by the Clerk prior to the meeting

FCM/22/18 To approve the minutes of the meeting held on Monday 20 June 2022 (attached)

FCM/22/19 To note matters arising from the minutes of the meeting held on Monday 20 June 2022

FCM/22/20 FINANCIAL MANAGEMENT

/1 To verify the bank reconciliation for the period 1 June to 30 September 2022 (attached, with supporting documents)

/2 To receive a financial update on the use of the PFS prepaid debit card for the period 1 June to 30 September 2022 (attached, with supporting documents)

/3 To receive an update on opening a bank account with Unity for the purpose of depositing the CIL funding

FCM/22/21 INSURANCE

/1 To note the impact of underinsurance on buildings and property claims (information attached)

/2 To review the current levels of sums insured (attached)

FCM/22/22 TRAINING

/1 To receive an update on member training

/2 To receive an update on staff training

FCM/22/23 LOCAL COUNCIL AWARD SCHEME

/1 To note that the Parish Council has received Foundation level accreditation and will receive its certificate and logo in due course

FCM/22/24 STAFF EMPLOYMENT

/1 To note submitted TOIL sheets for the period 3 April to 2 July and 3 July to 1 October 2022

/2 To agree the number of hours of TOIL earned and taken between 3 April and 1 October 2022 and the remaining balance

/3 To approve the payment of the remaining TOIL earned between 3 April 2022 and 1 October and of all ensuing Tax, NI and pension payments

FCM/22/25 To receive an update on the archiving of the Parish Council's old files

FCM/22/26 Items for discussion and requests for agenda items

FCM/22/27 To note the date of the next Finance and Corporate Management Committee meeting as Monday 20 February 2023, in the I.T. suite of Micklefield Youth and Adult Centre (The Old Fire Station), Great North Road

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

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