

# **MICKLEFIELD PARISH COUNCIL**

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

**TO BE HELD ON MONDAY 20 FEBRUARY 2023  
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: 9<sup>th</sup> February 2023

### **AGENDA**

**FCM/22/28** 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/22/29 APOLOGIES FOR ABSENCE**

/1 To receive apologies for absence

/2 To approve reasons for absence

**FCM/22/30** 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/22/31** To consider dispensation requests received by the Clerk prior to the meeting

**FCM/22/32** To approve the minutes of the meeting held on Monday 17 October 2022 (attached)

**FCM/22/33** To note matters arising from the minutes of the meeting held on Monday 17 October 2022

#### **FCM/22/34 FINANCIAL MANAGEMENT**

/1 To verify the bank reconciliation for the period 1 October 2022 to 31 January 2023 (attached, with supporting documents)

/2 To receive a financial update on the use of the PFS prepaid debit card for the period 1 October 2022 to 30 January 2023 (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/22/35 TRAINING**

/1 To receive an update on member training

/2 To receive an update on staff training

#### **FCM/22/36 STAFF EMPLOYMENT**

/1 To note submitted TOIL sheets for the period 2 October to 31 December 2022

/2 To agree the number of hours of TOIL earned and taken between 2 October and 31 December 2022 and the remaining balance

/3 To approve the payment of any remaining TOIL earned between 2 October and 31 December and of all ensuing Tax, NI and pension payments

#### **FCM/22/37 PSTN LINE PROVISION**

/1 To note that phone companies intend to withdraw the existing analogue telephone System (the Public Switched Telephone Network - PSTN), by 2025 (information attached)

/2 To note that landline telephone services in the UK will switch to a fully digital network and phone calls will be carried over the internet.

/3 To note that the Parish Council's telephone provision will need to migrate to a digital line but that its internet provision is at Micklefield Youth and Adult Centre

/4 To consider how to maintain a Parish Council telephone line when the analogue service is withdrawn

**FCM/22/38** To receive an update on the archiving of the Parish Council's old files

**FCM/22/39** Items for discussion and requests for agenda items

**FCM/22/40 To note the date of the next Finance and Corporate Management Committee meeting as Monday 19 June 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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