



## Stainland and District Parish Council 6th Policy & Finance Committee Agenda

26<sup>th</sup> July 2020

**To all members of the Stainland and District Parish Council:**

You are hereby summoned to attend the 6<sup>th</sup> Policy & Finance Committee Meeting of the Stainland and District Parish Council, to be held remotely on Tuesday 28<sup>th</sup> July 2020 at 7:00pm for the purpose of transacting the following business.

Janette Pashley  
Clerk/Responsible Finance Officer

	Item
2020.PF.1	<b>To vote in a new Chairman</b> of the Policy & Finance Committee until May 2021.
2020PF.2	<b>Public Participation.</b> An opportunity for members of the public to address the Parish Council on any issues concerning Policy & Finance within the Parish.
2020PF.3	<b>To note the apologies</b> and accept the reasons for absence or lateness. <i>The Clerk should be informed of any reasons for lateness/ absence.</i>
2020PF.4	<b>To accept the minutes of the Meeting</b> held on 12 <sup>th</sup> February 2020 (The meeting held on the 11 <sup>th</sup> March 2020 did not take place due to only two Councillors being in attendance).
2020PF.5	<b>To receive Parish Councillors'</b> declarations of interest.
2020PF.6	<b>To vote in a new Vice-Chairman</b> of the Council until May 2021.
2020PF.7	<b>To review current income &amp; expenditure</b> for the previous calendar months (April, May & June 2020) (including any payments due this month inc staff hours worked, Invoice from Rippenden Parish Clerk) To note <ul style="list-style-type: none"><li>• Budget/Plan Spend to date (inc current month)</li><li>• Actual Spend to date (inc income/expenditure this month)</li><li>• Annual Budget figures (inc previous years underspends)</li><li>• Annual to date variance amount</li></ul> Forecast Annual Budget based on actual and planned expenditure for the full year.
2020PF.8	<b>To note the updated asset register</b> along with security marking the gardening equipment recently purchased.



2020PF.9	<p><b>To review current Policies &amp; accept :-</b></p> <table border="1" data-bbox="325 383 1485 696"> <thead> <tr> <th>Policy Name</th> <th>Last Reviewed</th> </tr> </thead> <tbody> <tr> <td>Retention Of Documents</td> <td></td> </tr> <tr> <td>Freedom Of Information</td> <td></td> </tr> <tr> <td>Data Protection</td> <td>May 2019</td> </tr> <tr> <td>RA For Lone Workers</td> <td></td> </tr> <tr> <td>Health &amp; Safety</td> <td></td> </tr> <tr> <td>Lone Worker</td> <td></td> </tr> <tr> <td>Standing Orders</td> <td>May 2019</td> </tr> <tr> <td>Financial Regs</td> <td>May 2019</td> </tr> <tr> <td>Code of Conduct</td> <td>May 2019</td> </tr> <tr> <td>Media</td> <td>May 2019</td> </tr> <tr> <td>Co Option Policy</td> <td></td> </tr> </tbody> </table> <p>To note Council Standing Orders (Includes New legislation allowing remote working)</p>	Policy Name	Last Reviewed	Retention Of Documents		Freedom Of Information		Data Protection	May 2019	RA For Lone Workers		Health & Safety		Lone Worker		Standing Orders	May 2019	Financial Regs	May 2019	Code of Conduct	May 2019	Media	May 2019	Co Option Policy	
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2020PF10	<b>To accept the AGAR External Audit - Annual Governance Statement 2019/20</b>																								
2020PF11	<b>To discuss projects / finance requests</b> from other committees																								
2020PF12	<b>To agree agenda</b> items for the next meeting																								
<b>Date of Next Meeting:</b> Wednesday 26 <sup>th</sup> November 2020 at 7.00pm Via Microsoft Teams																									