

Cawston Parish Council

Finance and General Purposes Committee

Councillors: S Bestwick, R Bishop, M Cool

Dear Councillor,

You are summoned to attend an ordinary meeting (12) of Cawston Parish Council's Finance and General Purposes Committee, which will be held virtually via Zoom on **Monday 13th July 2020**, commencing at 7:30pm.

Any member of the public wishing to join the meeting should contact clerk@cawstonpc.org for an invitation to the virtual meeting.

Dated this 2nd July 2020



Gemma Burgess
Clerk & RFO
Cawston Parish Council

AGENDA

- F20-43** **Apologies:** To note apologies for absence.
- F20-44** **Declarations of Interest** – Councillors are reminded to, when applicable:
- a. Register of Interests: keep their register of interests updated.
 - b. Declare Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c. Declare any Other Disclosable Interests in items on the agenda and their nature.
 - d. Members' written requests for the grant of a dispensation (S33 of the Localism Act 2011) are to be submitted to the clerk in advance of the meeting.
- F20-45** **Minutes:** To approve the minutes of the previous meeting (11) held on 9th June 2020.
- F20-46** **To consider:**
- a. The report on finances, payments and quotes for July.
 - b. Action required relating to queried invoice relating to the shutters.
 - c. To note the receipt of funds in settlement of insurance claim.
 - d. DDM Schedule approval for 20-21.
 - e. Bank reconciliations and review of bank account balances.
 - f. Aged debtors report.
 - g. Actions required following internal audit report.
 - h. Cawston Community Hall: planning relating to the reopening of the hall.
 - i. Website Design: to discuss quote received.
 - j. Financial Risk Assessment to be recommended to Council.
 - k. Internal Auditor Appointment.
 - l. LGPS: to discuss recommendation to Council of joining the scheme.
- F20-47** **Councillors' reports and items for future agendas**
Councillors may use this opportunity to:
- (i) Report minor matters of information not included elsewhere on the agenda;
 - (ii) Raise items for future agendas
- F20-48** **To confirm time and date of next meeting:** TBC: Tuesday 11th August 2020.