

Cawston Parish Council

Finance and General Purposes Committee

Councillors: S Bestwick, R Bishop, M Cool, M. Natarajan and B. Winterburn

Dear Councillor,

You are summoned to attend an ordinary meeting (23) of Cawston Parish Council's Finance and General Purposes Committee, which will be held on **TUESDAY 14th September 2021**, commencing at **7:30pm**.

Dated this 7th September 2021

Robert Nash
Clerk & RFO
Cawston Parish Council

AGENDA

- F21-12** **Apologies:** To note apologies for absence.
- F21-13** **Declarations of Interest** – Councillors are reminded to, when applicable:
- Register of Interests: keep their register of interests updated.
 - Declare Disclosable Pecuniary Interests in items on the agenda and their nature.
 - Declare any Other Disclosable Interests in items on the agenda and their nature.
 - 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.
- F21-14** **Minutes:** To approve the Minutes of the previous meeting (22) held on 11th May 2021 2021. (enclosure A)
- F21-15** **Finance Reports: To consider**
- The report on finances and payments for September.
 - Bank reconciliations and review of bank account balances.
 - Aged debtors Report
- F21-16** **Cawston Community Hall**
- To consider any matters relating to the management of the Community Hall.
 - To consider progress in relation to the undertaking of modifications to shuttering and rear access doors
 - Community Hall Caretaking Appointment – to consider the enclosed Job Description (to follow)
- F21-17** **Risk Assessment Review**
To consider the attached Report.
- F21-18** **Insurance Policy Renewal**
To approve the renewal of the current in Insurance Policy in the sum of £1,247.52
- F21-19** **Annual Governance & Accountability Return (AGAR)**
To note the completion of the AGAR for the financial year to 31st March 2021 and publication of conclusion of audit.
- F21-20** **Councillors' reports and items for future agendas**
Councillors may use this opportunity to:
- Report minor matters of information not included elsewhere on the agenda;
 - Raise items for future agenda
- F21-21** **To confirm time and date of next meeting:** Tuesday 12th October, 2021