

Finance, Administration & Remuneration Committee

Committee members: Councillors J. Archer, S. Biddle, E. Fish, I. Gordon & M. Miller-Hall

You are summoned to attend the following meeting;

To be held on the Wednesday, 19 October 2022 at 19:30

This meeting will be held at Kings Worthy Community Centre, Fraser Road

Whilst **not** mandatory, to help prevent the spread of COVID-19 and protect those attending, all attendees are recommended to adhere to following precautions:

- Wear a face mask if vulnerable (unless you are exempt or have a reasonable excuse)
- Maintain social distancing of at least 1-metre+ where possible
- If you are clinically extremely vulnerable, we advise that you minimise contact and avoid attending meetings unless absolutely necessary
- If you are presenting symptoms of COVID-19 then please do not attend the meeting.

Members of the public are also welcome to provide written representations to the Council.

Whilst we taken steps to reduce the spread of COVID-19, please note that you attend the meeting at your own risk.

Please contact the Clerk if you have any enquires regarding this meeting.

Chair of the meeting: Ian Gordon

Clerk of the meeting: Christopher Read

Agenda

1. Apologies for Absence
2. Election of Vice-Chair
3. Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]
4. Impact of COVID-19 (including meeting recommendations)
5. To agree and sign the Minutes of the Meeting held on 17 August 2022
6. Matters arising from the meeting held on 17 August 2022
7. Proposed new expenditure for Finance approval
 - Planning and Highways
 - Finance, Administration & Remuneration –
 - Building valuation quotations
 - Quotation for replacement LED lighting
 - Quotation for electrical repair works

- Recreation and Amenities
 - Communications
 - Grants
8. To receive the statement of accounts and management reports for period ended 30 September 2022
 9. To review the draft forecast outturn (2022/23) & budget (2023/24)
 10. To authorise the payment listing
 11. Lovedon Fields open space transfer
 12. Parish Council play areas –
 - Update on fire at Fraser Road play area
 - Eversley Park play area tender – final agreement including tendering process
 13. Review of fees & charges
 14. Council VAT advice
 15. Procurement card provision
 16. Office arrangements including layout
 17. Remuneration & staffing
 - Recruitment of Assistant/Deputy Clerk – update
 18. Tubbs Hall – landlord’s responsibilities
 - Proposed new sub-lease
 19. Legal issues
 20. Items for inclusion in council communications
 21. Responsible Finance Officer / Clerk’s Notices
 22. Chairman’s Notices
 23. Items for discussion at the next Meeting on 16 November 2022