

## Finance, Administration & Remuneration Committee

**Committee members:** Councillors E. Fish, I. Gordon, M. Hallisey & M. Miller-Hall

**You are summoned to attend the following meeting;**

**To be held on the Wednesday, 14 February 2024 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:

- 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 have 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 to the Council:** 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 January 2024
6. Matters arising from the meeting held on 17 January 2024
7. Proposed new expenditure for Finance approval
  - Planning & Highways – Clarification of information required for additional speed sign.
  - Finance, Administration & Remuneration
  - Recreation & Amenities – including:
    - Accessible roundabout
    - Eversley Park fencing removal
    - Fraser Road CCTV

- Fraser Road play area – potential additional works
    - Communications
    - Grants
- 8. To receive the statement of accounts and management reports for period ended 31 January 2024
- 9. Review of fees & charges
- 10. To review the draft Forecast Outturn (2023/2024) and budget (2024/25)
- 11. To authorise the payment listing
- 12. Parish Council play areas –
  - Eversley Park play area – update including tower installation & zipline re-painting
- 13. Review of Financial Regulations & Investment policies
- 14. Potential additional community use for Kings Worthy Community Centre
- 15. Remuneration & staffing
  - Staff remuneration – potential additional benefits
  - Role of the Clerk & Deputy Clerk
- 16. Tubbs Hall – landlord’s responsibilities
  - Update on the fire doors at the entrance to Tubbs Hall
  - Meeting with Tubbs Hall Management Committee to discussed potential replacement automatic door closer and proposed sub-lease.
- 17. Potential change to accounting software
- 18. Potential alternative email provider
- 19. Potential induction loop for meeting room
- 20. Legal issues
- 21. Items for inclusion in council communications
- 22. Responsible Finance Officer/Clerk’s Notices
- 23. Chairman’s Notice
- 24. Items for discussion at the next meeting on 13 March 2024