

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 Thursday, 16 May 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. 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]
3. Impact of COVID-19 (including meeting recommendations)
4. To agree and sign the Minutes of the Meeting held on 17 April 2024
5. Matters arising from the meeting held on 17 April 2024
6. Proposed new expenditure for Finance approval
 - Planning & Highways
 - Finance, Administration & Remuneration
 - Renewal of energy contracts for Kings Worthy Community Centre
 - CCTV maintenance contract
 - Recreation & Amenities
 - Communications
 - Grants

7. To receive the statement of accounts and management reports for period ended 31st March 2024 (including second draft end of year accounts)
8. To receive the statement of accounts and management reports for period ended 30th April 2024
9. Review of fees & charges for the Burial Ground
10. To authorise the payment listing
11. Updates (if any):
 - Fraser Road play area repair works
 - Review of Parish Council deposits – Meeting with CCLA regarding the Public Sector Deposit Fund
 - Potential additional community use for Kings Worthy Community Centre
 - Adjustments to the office including wooden counter
 - Meeting with Tubbs Hall Management Committee to discuss potential replacement automatic door closer and proposed sub-lease.
 - Potential induction loop for meeting room
12. Remuneration & staffing
13. Tubbs Hall – landlord’s responsibilities
 - Fire door works
14. New website, email system and gov.uk domain
15. Legal issues
16. Items for inclusion in council communications
17. Responsible Finance Officer/Clerk’s Notices
18. Chairman’s Notices
19. Items for discussion at the next meeting on 12 June 2024