

## **Finance, Administration & Remuneration Committee**

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

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

**To be held on the Wednesday, 17 July 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 12 June 2024
5. Matters arising from the meeting held on 12 June 2024
6. Proposed new expenditure for Finance approval
  - Planning & Highways
  - Finance, Administration & Remuneration
  - Recreation & Amenities
  - Communications
  - Grants
7. Defibrillator warranty expiration, potential replacement units and training

8. To receive the statement of accounts and management reports for period ended 30 June 2024
9. To authorise the payment listing
10. Internal audit report items
  - Council use of the CCLA public sector deposit fund
  - Council storage facilities
11. Updates (if any):
  - Potential additional community use for Kings Worthy Community Centre
  - Adjustments to the office door
  - Meeting with Tubbs Hall Management Committee to discuss potential replacement automatic door closer and proposed sub-lease
  - Induction loop for the meeting room
12. Remuneration & staffing
  - Clerk annual leave
  - Review and approval of pensions Discretions Policy
13. Tubbs Hall – landlord’s responsibilities
  - Fire door works update
  - Potential electric vehicle charging points
14. Potential change of asset register software
15. New website, email system and gov.uk domain including the purchase of council devices.
16. Legal issues
17. Items for inclusion in council communications
18. Responsible Finance Officer/ Clerk’s Notice
19. Chairman’s Notice
20. Items for discussion at the next meeting on 14 August 2024