

## Twyford Parish Council

### Finance & General Purposes Committee Agenda

A meeting of the Committee will be held at 7.45pm on Tuesday 16<sup>th</sup> July 2019 at Loddon Hall, Twyford.

- 1. Public Questions**
- 2. Apologies**
- 3. Declaration of interest in items on the agenda**
- 4. Dispensations**
- 5. Minutes of the meeting held on 18<sup>th</sup> June 2019**
- 6. Matters arising and action points**
- 7. Clerk's Report**
  - Bank balances as at the end of June 2019
  - VAT return for June 2019
  - Budget and capital statement to 30.06.19
  - Making Tax Digital – correspondence from HMRC & Edge
  - Filing cabinets – awaiting sufficient funds on credit card
  - Document Scanner – awaiting sufficient funds on credit card
  - Free standing display boards – awaiting sufficient funds on credit card
  - Twycombe Lodge value June 2019 - £390,000 and insurance rebuilding cost £250,448.
  - Data Protection Regulations update
  - Website update
  - Risk Assessments
- 8. Training Courses** – to review courses available and consider appropriate councillor training.
- 9. To consider purchasing display table** £59.99  
<https://www.robertdyas.co.uk/quest-jet-stream-6ft-helvellyn-table>
- 10. Review of Policies** (circulated 19.06.19)
  - 10.1 Disciplinary procedure
  - 10.2 Equal Opportunities policy
  - 10.3 Health and Safety policy
  - 10.4 Data Protection policy
  - 10.5 Pension Fund policy
- 11. To review asset register**
- 12. Grant Requests**
- 13. Correspondence circulated by email:**
  - 13.1 New Government Funding for Rural Broadband (circulated 21.06.19)
  - 13.2 WBC Adult Education Consultation (circulated 21.06.19)
  - 13.3 Home-Start Wokingham AGM 17th July 2019 (circulated 21.06.19)
  - 13.4 The Chain Newsletter (circulated 01.07.19)
  - 13.5 Citizens Advice Wokingham Impact report 2018-19
- 14. Items to be considered from other Committees**
  - 14.1 Planning and Amenities 02.07.19
  - 14.2 Parish Lands 09.07.19
  - 14.3 Fete 25.06.19
- 15.0 Date of next meeting** - Tuesday 17<sup>th</sup> September 2019