

Twyford Parish Council

Finance & General Purposes Committee Agenda

A meeting of the Committee will be held at 7.30pm on Tuesday 15th September 2020 via Zoom (online meeting facility).

Note to residents & members of the press: If you would like to attend this meeting, please contact the Clerk who will send you the relevant link to the Zoom meeting.

- 1. Public Questions are invited in advance of the meeting via email, telephone or in writing**
- 2. Apologies**
- 3. Declaration of interest in items on the agenda**
- 4. Minutes of the meeting held on 21st July 2020**
- 5. Matters arising and action points**
- 6. Clerk's Report**
 - 6.1 To receive the September Finance and General Purposes report.
 - 6.2 SLCC conference £25 each (LM & LP)
 - 6.3 Edge webinars – Microsoft 365 (LM & LP)
 - 6.4 BBOWT webinar £10 (BD)
 - 6.5 HALC An Introduction to VAT £67.50 (LM)
 - 6.6 Review of process for circulating correspondence
 - 6.7 2021/22 meeting dates
 - 6.8 Covid-19 risk assessment
 - 6.9 Data Protection Regulations update
 - 6.10 Risk assessment
- 7. Investments**
 - 7.1 To consider future spending projects
 - 7.2 To consider investment in shares
 - 7.3 Annual Parish Meeting figures (to look at any surplus)
 - 7.4 To agree capital repayments for the £22,000 taken from reserves for 2020
- 8. Citizen of the year award** – presentation in absence of Twyford Together awards ceremony
- 9. Neighbourhood Plan Grant Application (CW)**
- 10. Review of Policies**
 - 10.1 Investment policy (JJ)
 - 10.2 To review standing orders
 - 10.2.1 to add Neighbourhood Plan sub committee terms of reference (TOR)
 - 10.2.2 to add applying for grants and funding to Finance & General Purposes Committee TOR
- 11. Grant Requests**
 - 11.1 Citizens Advice application for telephones
- 12. Item from Full Council meeting** – to consider changing the standing orders to limit the length of time a councillor may serve as Chairman or Vice Chairman to the council or committee.
- 13. Correspondence**
 - 13.1 CIL & Infrastructure information sharing between WBC & Parishes 10.08.20
 - 13.2 Berkshire Pension Fund Employer newsletter - Inscribe - Summer 2020
17.08.20
 - 13.3 CIL & Infrastructure information sharing between WBC & Parishes 28.08.20
 - 13.4 Charity Commission Annual Public Meeting Invitation 04.09.20
- 14. Items to be considered from other Committees**
 - 14.1 Planning and Amenities 01.09.20
 - 14.2 Parish Lands 08.09.20
Stanlake highways - recommendation to approve the quote of £4,410.
- 15. Staffing Matters (Part 2)**
- 16. Date of next meeting** - 20th October 2020