

**Twyford Parish Council**  
**Finance & General Purposes Committee Agenda**

A meeting of the Committee will be held at 7.45pm on Tuesday 20<sup>th</sup> June 2017 at Loddon Hall, Twyford.

- 1. Public Questions**
- 2. Apologies**
- 3. Election of Chairman**
- 4. Election of Vice-Chairman**
- 5. Declaration of interest in items on the agenda.**
- 6. Dispensations**
- 7. Minutes of the meeting held on 16<sup>th</sup> May 2017**
- 8. Matters arising and action points**
- 9. Clerk's Report**
  - Bank balances as at the end of May 2017
  - VAT return for May 2017
  - Income Bond rates
  - Clerk – approval of extra hours
  - Resident request for accounts information 2013 onwards and 2017-2018 precept
  - Preparing for Data Protection Regulations
  - BALC subscription renewal [£1388.09]
  - Risk Assessments
- 10. Twyford Library and Community Hub**
- 11. Twinning Project – meeting 19.06.17**
- 12. Photocopier**
- 13. Telephone (Email circulated cloud telephone system 6/6/17)**
- 14. To review / update standing orders**
- 15. Social media**
- 16. Review of Policies**
  - Bullying and Harassment policy 23.10.12
  - CCTV policy adopted 22.10.13
  - Code of Conduct adopted 25.09.12
  - Complaints Procedure adopted 26.03.13
  - Dignity at Work/Bullying and Harassment Policy adopted 23.10.12
  - Disciplinary Procedure adopted 27.11.12
  - Document Management Procedures adopted 25.09.12
  - Electronic Mail Policy and Procedure adopted 14.07.12
  - Equal Opportunities Policy adopted 26.03.13
  - Financial Regulations adopted 26.04.11
  - Health and Safety Policy adopted 24.09.13
  - Investment Policy adopted 26.11.13
  - Pension Fund Policy adopted 26.03.13
  - Publishing Policy 24.03.15
  - Risk Management Policy adopted 22.04.14
  - Social Media Policy 24.03.15
  - Standing Orders adopted 23.04.13
- 17. Meet Your Councillor sessions – to review location of meetings and consider purchasing a new 'A Frame'.**
- 18. Grant requests**
  - 18.1 Twyford Comets - Dutch exchange

**19. Correspondence circulated by email:**

- 19.1 Wokingham Borough Libraries Newsletter May 2017
- 19.2 Invitation to Twyford, Wargrave & District Volunteer Centre's AGM, 24 May
- 19.3 CIL & Infrastructure information sharing between WBC & Parishes
- 19.4 BALC May 2017 eNewsletter
- 19.5 Wokingham Town Council Mayor for 2017/2018
- 19.6 CCB Training Events
- 19.7 Me2 Club Newsletter May 2017
- 19.8 Draft CIL article for Borough News
- 19.9 CCB – thanks for renewal
- 19.10 Action for all e-bulletin

**20. Items to be considered from other Committees**

20.1 Planning and Amenities 06.06.17

20.2 Parish Lands 13.06.17

Recommendation: to **RECOMMEND to Full Council** to allocate £2.500 to purchase 2 goals from MH goals Ltd.

**21. Date of next meeting - Tuesday 18<sup>th</sup> July 2017.**