

# Twyford Parish Council

## Finance & General Purposes Committee Agenda

A meeting of the Committee will be held at 7.45pm on Tuesday 17<sup>th</sup> November 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 20th October 2020**
- 5. Budgets and Precept**
- 6. Matters arising and action points**
- 7. Clerk's Report**
  - 7.1 Bank balances as at the end of October 2020 (to note)
  - 7.2 VAT return for October 2020 (to note)
  - 7.3 Henderson Investors tax voucher (to note)
  - 7.4 Blackrock AGM 01.12.20 (to note)
  - 7.5 To consider purchasing a tablet for risk assessment photos & to take photos when on Parish Lands
  - 7.6 Insurance claim
  - 7.7 CIL - £2,397.51 – Kingsbridge House, Wargrave Rd (to note receipt)
  - 7.8 Councillor training - Local Council Finance for Councillors 18 November SW (to note free Councillor training)
  - 7.9 To consider Maidenhead advertiser digital subscription £29.21 p/a
  - 7.10 Data Protection Regulations update
  - 7.11 Covid-19 risk assessment
  - 7.12 Display Screen Equipment self-assessment – to review assessments and approve purchases / budget for remedial action
  - 7.13 Risk assessments
- 8. Website**
- 9. Neighbourhood Plan Grant Application update (CW)**
- 10. Review of Policies**
  - 10.1 Investment policy (JJ)
- 11. Code of Conduct review (one drive folder)**
- 12. Grant Requests**
  - 12.1 Me2 Club (one drive folder)
- 13. Correspondence**
  - 13.1 CIL & Infrastructure information sharing between WBC & Parishes
- 14. Items to be considered from other Committees**
  - 14.1 Planning and Amenities 03.11.20
  - 14.2 Parish Lands 10.11.20
- 15. Date of next meeting - 8<sup>th</sup> December 2020**