



# CLANFIELD PARISH COUNCIL

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## FINANCE AND GENERAL PURPOSES COMMITTEE

to be held on Wednesday 19 January 2022 at **6.30p.m**  
at The Council Office, The Clanfield Centre, 2 Endal Way P08 0YF  
Entrance Via The Clanfield Centre.

Dear Councillors,

You are hereby summoned to a meeting of Finance and General Purposes Committee for the transaction of business set out below.

Katie Knowles  
Clerk  
12<sup>th</sup> January 2022

- ❖ Members of the public are welcome to attend.
- ❖ Covid protection measures, both in relation to the venue and for personal compliance, will be in accordance with the legal requirements and Government guidelines and the requirements of the venue that are applicable as at the date of the meeting.

### AGENDA

**1. TO RECEIVE APOLOGIES FOR ABSENCE.**

To receive and approve apologies for absence.

- 2. DECLARATIONS OF INTEREST** Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.

**3. MINUTES OF THE PREVIOUS MEETING**

To approve the minutes of the meeting held 15<sup>th</sup> November 2021.

**4. REVIEW OF INCOME AND EXPENDITURE**

To review the income against expenditure and discuss any material variations of budget.

**5. IT UPGRADE**

To receive a report on plans and costings to upgrade the Council's IT.

**6. RISK ASSESSMENT**

To undertake the annual review of the Council's Risk Assessment.

**7. ASSET REGISTER**

To review a revised format for the Council's Asset Register, and discuss any implications for the statement of Asset Value at the year end.

**8. LAND REGISTRY & OTHER LEGAL ISSUES**

To discuss the appointment of Solicitors to change the Council's address on its Title Deeds and any other current legal issues.

**9. STAFF WORK LOCATION POLICY**

**10. EXCLUSION OF PUBLIC AND PRESS**

- a. To resolve to exclude the public and the press by reason of the confidential nature of the business to be discussed that concerns staffing matters.

Members of the public may attend the committee meeting

b. To receive a verbal report from the Staffing & Remuneration Sub-Committee.

11. **DATE OF NEXT MEETING** – 23<sup>rd</sup> March 2022.