

To all members of the Finance and General Purposes Committee

Notice is hereby given and you are summoned to attend a meeting of the Finance and General Purposes Committee on Wednesday 19th June 2024 at School Green Centre, at **18.30hrs.**



Bruce Winton, Clerk
14th June 2024

Members: I Clarke, A Grimes, L James (Ch), N Masseron, Z Matic, I Montgomery & D Peer

Agenda

1. Confirmation of Chair of Committee

- 1.1 To **CONFIRM** Cllr James, a Vice-Chair of the Council as Chairman of the Finance & General Purposes Committee for 2024/25
- 1.2 To **SIGN A DECLARATION** of acceptance of office as Chairman of the Committee

2. Election of Vice-Chair of Committee

- 2.1 To **RECEIVE** and **CONSIDER** nominations for the election of Vice-Chair for 2024/25
- 2.2 To **ELECT** the Vice-Chair for 2024/25
- 2.3 To **SIGN A DECLARATION** of acceptance of office as Vice-Chairman of the committee

3. Public Questions

- 3.1 To **RECEIVE** and **CONSIDER** public questions

4. Apologies and declarations of members' interests

- 4.1 To **RECEIVE** and **CONSIDER** approval of apologies for absence
- 4.2 To **RECEIVE** members' declarations of interest

5. Minutes of the meeting on 21st February 2024

- 5.1 To **APPROVE** the minutes of the Finance and General Purposes Committee meeting on 21st February 2024 as a correct record of the meeting*
- 5.2 To **CONSIDER** matters arising from the meeting on 21st February 2024

6. Annual Accounts and Annual Governance and Accountability Return for Year Ending 31st March 2024

- 6.1 To **RECEIVE** and **NOTE** the report from the Internal Auditor*
- 6.2 To **RECEIVE** and **NOTE** notes to the Financial Statements for the year ended 31 March 2024*
- 6.3 To **APPROVE** Section 1 – Annual Governance Statement 2023/24*
- 6.4 To **APPROVE** Section 2 – Accounting Statements 2023/24*

- 6.5 To **NOTE** the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return - Exercise of Public Rights for accounts, year ended 31st March 2024*
- 6.6 To **RECEIVE** and **CONSIDER** the reappointment of Claire Connell as Internal Auditor for the coming year

7. Corporate Governance

- 7.1 To **RECEIVE** and **CONSIDER** the establishment of a Working Party led by Cllr Masseron to review Corporate Governance (Standing Orders, Financial Regulations, Terms of Reference and Transparency)

8. Risk Register

- 8.1 To **RECEIVE** and **CONSIDER** a verbal update from the Clerk on the Shinfield Parish Council Risk Register

9. Financial reports

- 9.1 To **RECEIVE** and **NOTE** a report on bank reconciliations at 31st May 2024*

10. Financial Reserves and CIL

- 10.1 To **RECEIVE** and **NOTE** an update on CIL*
- 10.2 To **RECEIVE** and **NOTE** an update on Reserves **
- 10.3 To **RECEIVE** and **CONSIDER** two requests from WBC for co-funding projects*
- 10.4 To **RECEIVE** and **CONSIDER** an update on historic S106/CIL funds from the parish **

11. Land Issues

- 11.1 To **RECEIVE** and **CONSIDER** a verbal update on Land Registrations including list of properties
- 11.2 To **RECEIVE** and **CONSIDER** a verbal update regarding lease of Ryeish playing fields
- 11.3 To **RECEIVE** and **CONSIDER** a verbal update from the Clerk regarding provision of community space in the north of the parish
- 11.4 To **RECEIVE** and **CONSIDER** a verbal update from the Clerk regarding Ryeish Green Pavilion
- 11.5 To **RECEIVE** and **CONSIDER** a verbal update from the Clerk regarding the Parish Hall Lease
- 11.6 To **RECEIVE** and **CONSIDER** areas of land potentially suitable for acquisition

12. Live Project Teams

- 12.1 To **RECEIVE** and **CONSIDER** a summary of the current position of live project teams/working parties*

13. Other Matters

- 13.1 To **RECEIVE** and **CONSIDER** a verbal update from the Clerk regarding microgeneration
- 13.2 To **RECEIVE** and **CONSIDER** a request to contribute £9,000 + VAT towards the cost of the kitchens at High Copse*
- 13.3 To **RECEIVE** and **CONSIDER** a proposal from the Facilities Committee to create accessible plots and smaller plot sizes at all council allotment sites*
- 13.4 To **RECEIVE** and **NOTE** a report on Public Art Expenditure*
- 13.5 To **RECEIVE** and **CONSIDER** an update on Oakbank School*

14. Dates of future Meetings

- 14.1 To **NOTE** the date of the next meeting which is 21st August 2024

* Paper attached/** Paper to follow