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Date: 11 June 2021

Clerk to the Council: Karen Seear

You are summoned to attend the **FINANCE AND PERSONNEL COMMITTEE MEETING** of NEWLANDS PARISH COUNCIL as detailed below:

*Karen Seear*  
Clerk to the Council

TIME, DATE AND LOCATION	<b>7.30 pm THURSDAY 17 JUNE 2021</b> <b>Newlands Community Hall, Newlands Avenue, Waterlooville, Hampshire, PO7 3BX</b>
MEMBERS:	Cllrs Lewes Price(Chair), David Crichton, Adam Carden and Andy Kirby

- 1 Apologies: To receive any apologies for absence.
- 2 Declarations of Interest: Arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.
- 3 Minutes: To receive and agree the Minutes of the Finance Committee Meeting held on 6 May 2021.
- 4 Public Participation: The meeting will recess for not more than 15 minutes so as to allow any members of the public to address the meeting.
- 5 Correspondence: None
- 6 Appointment of Vice Chair: To appointment a member of the Committee as Vice Chair.
- 7 Amended Financial Procedures: **To consider and agree action.**
- 8 Financial Allocations from previous year: **To consider and determine any action.**
- 9 Annual Governance and Accountability Return (AGAR): To receive any update. **To consider and agree any action.**
- 10 Review of budget, excluding reserves: The Chairman will circulate a new design at the meeting. **To consider and determine any action.**
- 11 Amenities:
  - a) To consider additional funding for youth shelter. **To consider and determine any action.**
  - b) Review and amendment of the Community Asset Reserve. **To discuss and determine action.**
- 12 Open Space:
  - a) Finance required for open space adoption: A solicitor will be required during this process. **To consider and determine action.**
  - b) Review and amendment of the Open Space Reserve. **To consider and determine action.**
- 13 Highway and General Purpose Sub Committee Funding: **To consider and determine action.**
- 14 Amended Grant award procedure, and set maximum current year awards: **To consider and determine action.**
- 15 Financial Management of Community Hall: **To consider and determine any action.**
- 16 Assets:
  - a) Asset register: **To consider and determine any action.**
  - b) Asset depreciation, including the calculation formula: **To consider and determine action.**
- 17 Future Year Forecast:
  - a) Forecast proposal. **To consider and determine action.**
  - b) Reserve proposal and rules. **To consider and determine action.**
- 18 Finance:
  - a) Orders for Payment: **To consider and approve the Orders for Payment (List 03 previously circulated).**
  - b) Bank Statement: To receive and agree the bank balances (previously circulated) as at 31 May 2021. **To confirm the Balances and for the Chairman to sign the statement**

- c) Accounts: To receive the Accounts for May 2021. (previously circulated) **To consider and determine any action.**
- 19 Coloration of statements to accounts: **To consider and determine action.**
- 20 **Any other report which the Chairman deems urgent or for inclusion on the next agenda – NO DECISIONS can be made.**
- 21 Exempt business:  
To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personnel or confidential matters where publicity might be prejudicial to the special nature of the business.

There is one item of exempt business relating to personnel.