

Tel: 02393 092357 email: clerk@newlands-pc.gov.uk

www.newlands-pc.gov.uk

Date: 26 November 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	7.30 pm THURSDAY 2 DECEMBER 2021 NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, HAMPSHIRE, PO7 3BX.
MEMBERS:	Cllrs Lewes Price (Chair), Olivia Barneveld, 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 and Personnel Committee Meeting held on 9 September 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: To receive a letter from WCC concerning setting the precept for 2022/23. **To determine and consider action.**
- 6 Finance:
 - a) External Audit: To receive any update from the Clerk. **To consider and determine action.**
 - b) Orders for Payment: **To consider and approve the Orders for Payment (List 10 previously circulated) and sign or agree signature at a later date.**
Bank Statement: To receive and agree the bank balances (previously circulated) as at 31 October 2021. **To confirm the Balances and for the Chairman to sign the statement**
Accounts: To receive the Accounts for October 2021 (previously circulated). **To consider and determine any action.**
- 7 Microsoft Annual Subscription: To discuss action a subscription suitable for staff use. **To consider and determine action.**
- 8 Assets:
Asset amendments: **To consider and determine any action.**
Asset replacements: **To consider and determine any action.**
- 9 Reserves: To discuss financial matters relating to reserves. **To consider and determine action.**
- 10 Open Spaces: To discuss financial matters relating to open spaces. **To consider and determine action.**
- 11 2022/2023 Budget:
To consider and recommend to Council a budget for 2022/2023 for Council and Committees. **To consider and recommend a budget to Council.**
- 12 **Any other report which the Chairman deems urgent or for inclusion on the next agenda – NO DECISIONS can be made.**

13

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 matters.