

Bovingdon Parish Council

Parish Council Office
Memorial Hall
High Street
Bovingdon
Herts HP3 0HJ



Tel: 01442 833036
Email: office@bovingdonparishcouncil.gov.uk
Website: www.bovingdonparishcouncil.gov.uk

PARISH OF BOVINGDON

NOTICE OF MEETING OF FINANCE & GENERAL PURPOSES COMMITTEE

Dear Councillor,

I hereby give you notice that the next meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** of the above-named Parish will be held remotely via video conference on **TUESDAY 4 MAY 2021 starting at 2.00 P.M.**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Dated this day 27 April 2021

Mike Kember

Clerk to the Council

To:

Councillor Graham Barrett
Councillor Julie Steer
Councillor Dave Stent
Councillor Phil Walker

Business to be transacted as on attached sheet

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TO MEMBERS OF THE FINANCE & GENERAL PURPOSES COMMITTEE

You are hereby summoned to the Meeting of the Finance & General Purposes Committee, which will be held remotely via video conference on **Monday 4 May 2021 at 2.00 P.M.** to transact the business set out in the attached Agenda:

AGENDA

1. Apologies for Absence - Councillor Phil Walker
2. Declaration of Interests
3. Minutes of the Meeting of the Finance & General Purposes Committee held on 22 February 2021
4. Matters arising from the Minutes of the Meeting of the Finance & General Purposes Committee held on 22 February 2021 not on the agenda
5. Parish End of Year Accounts 2020 – 21 and update on AGAR
6. Memorial Hall End of Year Accounts 2020 - 21
7. Rialtas Accounting Package
 - 7.1 To approve the Rialtas reports for Memorial Hall / Parish Council
 - 7.1.1 Bank Reconciliation Statement - Current Account – Memorial Hall / Parish Council
 - 7.1.2 Bank Reconciliation Statement - as required for Deposit, Hampshire Trust, Skipton for Memorial Hall / Parish Council accounts
 - 7.1.3 Bank Reconciliation (list of payments / receipts) - Current Account – Memorial Hall / Parish Council
 - 7.1.4 Bank Reconciliation (list of payments / receipts) as required for Deposit, Hampshire Trust, Skipton or Memorial Hall / Parish Council accounts
 - 7.1.5 Detailed Income & Expenditure by Budget Heading – Cost Centre Report - Current Account – Memorial Hall / Parish Council
 - 7.1.6 Detailed Income & Expenditure by Budget Heading – Cost Centre Report as required for Deposit, Hampshire Trust, Skipton or Memorial Hall / Parish Council accounts
 - 7.1.7 Bank - Cash and Investment Reconciliation - Current Account – Memorial Hall / Parish Council
 - 7.1.8 Bank - Cash and Investment Reconciliation as required for Deposit, Hampshire Trust, Skipton or Memorial Hall / Parish Council accounts
8. Update on investments
9. Documentation - Memorial Hall Asset Register to be approved
 - 9.1 RFO documentation to be reviewed e.g. Financial Standing Orders

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10. Update on VAT
11. Update on outstanding tasks and yearly planner
12. Update on CIL
13. Health & Safety
14. Any other urgent business
15. Date of next meeting – to be arranged

To consider passing a resolution in the following terms:

Exclusion of the public

Part II - That under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the public be excluded during the item(s) in Part II of the agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during these items there would be disclosure to them of information relating to:

Below is a link for you to join the meeting:

Michael Kember is inviting you to a scheduled Zoom meeting.

Topic: Finance & General Purposes Committee Meeting

Time: May 4, 2021 02:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/88005875030?pwd=SHN1VnRYTTTBK1A3Z1NkeVo1UExpZz09>

Meeting ID: 880 0587 5030

Passcode: 177507