

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](http://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 in The Memorial Hall, Bovingdon on **MONDAY 12TH FEBRUARY 2024 starting at 18.00 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 6 January 2024

Gemma Coventry

Clerk to the Council

To:

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

Business to be transacted as on attached sheet

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

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 in the Memorial Hall, Bovingdon on **Monday 12 February 2024 at 6.00 P.M.** to transact the business set out in the attached Agenda:

AGENDA

1. Apologies for Absence
2. Declaration of Interests
3. Minutes of the Meeting of the Finance & General Purposes Committee held on 18th December 2023
4. Matters arising from the Minutes of the Meeting of the Finance & General Purposes Committee held on Tuesday 18th December 2023 not on the agenda
5. Update on Investments, Current and Deposit accounts
 - all PC / MH invoices to be signed
6. Rialtas Update
 - a. Approve all MH/PC Rialtas reports produced since last Finance meeting across all accounts
 - Bank Reconciliation Statement - Current a/c MH / PC
 - Bank Reconciliation Statement - as required for Deposit, Hampshire Trust, Skipton for MH / PC accounts
 - Bank Reconciliation (list of payments / receipts) - Current a/c MH / PC
 - Bank Reconciliation (list of payments / receipts) - as required for Deposit, Hampshire Trust, Skipton or MH / PC accounts
 - Detailed Income & Expenditure by Budget Heading – Cost Centre Report - Current a/c MH / PC
 - Detailed Income & Expenditure by Budget Heading – Cost Centre Report - as required for Deposit, Hampshire Trust, Skipton or MH / PC accounts
 - Bank - Cash and Investment Reconciliation - Current a/c MH / PC
 - Bank - Cash and Investment Reconciliation - as required for Deposit, Hampshire Trust, Skipton or MH / PC Accounts
 - b. Reports to be circulated to Committees to show budget spend to date and what funds are left to spend by EOY.
7. Update on VAT
8. Parish Reserves

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

9. CIL
10. Update on banking
11. Update on other business – PPL
Charity Commission
Bowls Club rent
Hall water bills
Gas/Electric VAT
NEST login
AGAR 2022/2023
12. Update on Documentation -

Hall asset register		25/06/2024
Parish asset register		25/06/2024
Financial Regulations		27/06/2023
Financial Standing Orders		27/06/2023
Grant policy / application		15/08/2024
BPC General & Financial Risk Assessment		16/08/2023
13. Feedback from Finance Training
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:

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](http://www.bovingdonparishcouncil.gov.uk)

