



The Beaudesert & Henley-in-Arden Joint Parish Council

Working for the Benefit of the Residents of Henley-in-Arden

Clerk : Gill Bailey email : clerk@henley-in-arden-pc.gov.uk

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IF ANYONE WOULD LIKE A HARD COPY OF THE AGENDA OR MINUTES FOLLOWING THE JPC MEETING AND DOESN'T HAVE ACCESS TO A COMPUTER, PLEASE CONTACT THE CLERK ON 01926 814491 TO REQUEST A COPY.

I HEREBY GIVE NOTICE that a Finance Sub-Committee Meeting of Beaudesert and Henley-in-Arden Joint Parish Council will take place on Monday, 21st October 2019 at 6.00 pm in the Memorial Hall, Station Road, Henley-in-Arden.

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

G.A. Peacock

Signed:
Gill Peacock
Parish Clerk and RFO

Dated: 15th October 2019

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting.
The Chairman requests all mobile phones are switched to silent mode.

Public Participation Session

Members of the public are invited to give their views on items on this agenda including planning applications or raise issues for future consideration at the discretion of the Chairman. No decisions will be made in this part of the meeting. The Public Participation Session is a general forum for open discussion after which members of the public will have no further opportunity to speak unless invited to do so by the Chairman.

Pause for a few minutes to allow members of the public to leave the meeting if they wish to do so.

- 1 Apologies for absence and acceptance of apologies**
- 2 Declarations of Interest and Dispensations**
The Council will receive disclosures of personal and prejudicial interests from Members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting that has not been disclosed under this item, the member must immediately disclose it. Members may remain in the meeting and take part fully in discussions and voting unless the interest is prejudicial. Dispensations received in writing to the clerk, or verbally at the meeting will be considered.
- 3 Minutes of the Finance Sub-Committee meeting held on 30th September 2019 to be approved and signed.**
- 4 Asset & Risk Register**
- 5 To add the Vice-Chair of the JPC as an additional signatory to the Lloyds Bank accounts.**
- 6 To discuss the new fee for monthly payroll services for one employee at £120 a year and includes Full Payment Submission (FPS) to HMRC.**
- 7 Update on AdvantEDGE Finance system, Band 3 on a five-year contract.**
- 8 To discuss and, if appropriate approve, expenditure, or part thereof of £1,660 plus VAT for various tree works at the Riverlands Open Space area - update.**
- 9 To discuss the provision of three collection points for water on the Allotments at a cost of no more than £316.00. To discuss raising the rental charge of the Allotment Gardens to £20.00 for half a plot and £38.00 for a full plot. – update.**

- 10 To discuss the engagement of Peter Lowe, Car Park Consultant at a rate of no more than £1,400.00 and £90.00 per hour for additional administration work.**
- 11 To discuss the siting of two litter bins in the Skateboard Park and if appropriate, approve expenditure of £280.73 per bin and £413.20 (plus VAT) for a re-cycling bin.**
- 12 To discuss the replacement of the grass verges in Henley with wild-flower verges.**
- 13 To note the Schedule of recent Payments and Bank Balances and to approve any further invoices listed on the attached Finance Report.**
- 14 Items for private session**

Under Section 1, Sub Section, 2 of the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it was felt advisable in the public interest, if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information that the public be temporarily excluded and they are instructed to withdraw. There needs to be a resolution at the meeting for items to be discussed in private session

