

BISHOPSTEIGNTON PARISH COUNCIL

AGENDA

FOR THE VIRTUAL MEETING OF BISHOPSTEIGNTON PARISH COUNCIL FINANCE & PERSONNEL COMMITTEE
7.00PM ON MONDAY 22ND JUNE 2020 USING ZOOM (meeting ID 829 5595 3066)

MEMBER SUMMONS

Dear Council Member, issued Wednesday 17th June 2020
Your presence is requested for the meeting of Bishopsteignton Parish Council Finance & Personnel Committee via Zoom, meeting ID 829 5595 3066, on Monday 22nd June at 7pm. An agenda of business to be transacted at this meeting is below.



Kim Ford - Clerk to the Council

clerk@bishopsteignton-pc.gov.uk

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MEMBERS ONLY – NOT OPEN TO THE PUBLIC

In accordance with BPC Standing Order 3d and the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media shall be excluded from the meeting as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

FPC2006.01	ATTENDANCE:
	Apologies & declaration of interests.
FPC2006.02	F&P COMMITTEE STRUCTURE:
.01	To Review and adopt, subject to amendments, the Terms of Reference for this committee. (Appendix A). Committee Chairman to be noted.
.02	Consider if more members are required on this committee following the retirement of Trevor Davey.
FPC2006.03	BPC GRANT AWARDS:
	To consider application from a community group (Appendix B and associated letters of support) in accordance with criteria within BPC Grant Giving Policy 20-21 (Appendix C, for info). Resolve to make a recommendation to BPC at the next meeting of the full council to be held 06.07.20.
FPC2006.04	FINANCIAL VIREMENT REPORT:
	2019-20 Virement Report (Appendix D) to be explained by the clerk if required. To be noted.
FPC2006.05	2019-20 AUDIT PROCESS:
.01	Statement of Accounts at year ending 31.03.20 to be noted (Appendix E).
.02	Completion of the Internal Audit to be noted. Confirmation letter/report (Appendix F) to be noted.
.03	Members to review the 2019-20 Annual Governance & Accountability Return for BPC accounts (Appendix G) and make a recommendation to the full council for this to be adopted as a true and correct record and signed accordingly followed by submission to the appointed external auditor at their meeting to be held 06.07.20.
FPC2006.06	CLERKS HOURS
	Timesheets provided, showing the number of hours of work carried out; more than those contracted. (Appendix H). Members to consider the proposal made by the clerk (Appendix J) to remedy this shortfall. Committee to make a recommendation for consideration at the full council meeting to be held 06.07.20.



Mrs. K. Ford,
Parish Clerk

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All business to be conducted under BPC Standing Orders BPC.SO1807v01
& Financial Regulations BPC.FR.1807v01