

**Bishop's Waltham Parish Council
A Meeting of the Finance, Policy and Resources Committee
will be held at
Jubilee Hall, Little Shore Lane, Bishop's Waltham
on Tuesday 2nd June 2015 at 7.30pm.**

The meeting will be open to the public unless the Committee directs otherwise.

Agenda

All papers/reports are available from the Council offices (except where classified as confidential).

1. Election of Vice Chairman of Committee.
2. To receive and accept apologies for non-attendance.
3. To receive any Declarations of Disclosable Pecuniary Interests on items on the agenda.
4. To receive any personal, pecuniary and non-pecuniary interests on items on the agenda.
5. Public Session
For information only.
6. Minutes of the meeting of 5th May 2015.
To approve the minutes.
7. Actions Arising from the minutes of the meeting of 5th May 2015.
For information only.
8. Parish Council Financial Position Year to Date and Balance Sheet
To note current position.
9. Verbal report from RFO.
For information only.
10. Annual Return for financial year ended 31 March 2015.
 - i) Section 1- Accounting Statements
 - ii) Section 2 – Annual Governance Statement
 - iii) Intermediate Review Questionnaire.
 - iv) Relevant supporting documentation.For consideration and referral to Council.
11. Correspondence: Fair Account.
To note response and refer to Council.
12. West Hoe Cemetery Management Committee.
Memorandum of Agreement.
Legal response for consideration.
13. Iosis Lease for land at Priory Park.
To agree 3 months' notice for any changes to lease.
14. Correspondence: HALC.
Consultation on Future Affiliation to NALC.
For consideration.
15. Forward Plan.
List of actions and updates.
For consideration.
16. Councillors/Clerk reports (*for information only*).
17. Requests for future agenda items (*for information only*).
18. Date of next meeting Tuesday 7th July 2015.

19. Motion for confidential business:
The following motion will be moved on the completion of the above business:
“That in view of the Confidential nature of the business about to be transacted involving staffing matters as detailed below it is in the public interest that the public and the press be temporarily excluded and they are instructed to withdraw.”
20. Staffing Matters.
i) To confirm shortlist for interview: Administration Officer and Administration Assistant.
ii) To appoint interview panel.
iii) Caretaker role.
iv) Appraisal report.

L Edge
Clerk to the Council

26th May 2015.