

Notice is hereby given that a meeting of the **Finance and General Purposes Committee** will be held at Russell House commencing at 7 pm on Monday 18th September 2023 to transact the under mentioned business, which Councillors are summoned to attend.

Mrs Angela Howells, Clerk

Membership of Committee

Chairman: Mrs S Sheen Mr E Boyle, Mr A Hussain, Dr S Kay and Mr N Proudfoot

Open Forum

The first ten minutes of the meeting are available for members of the public and the press to raise any issues with the Committee. If there are no members of the public present at 7pm the meeting will commence.

AGENDA

1. Apologies for absence

Please inform the Clerk if you are unable to attend.

2. Declarations of interest

To receive any disclosure by members of pecuniary and non-pecuniary interests in matters on the agenda, not previously disclosed.

3. Minutes of the meeting

Held on 19th June 2023 were approved at Council on 10th July.

Annexed

4. Information items arising

From the minutes of the previous meeting and not dealt with elsewhere on the agenda

5. Finance

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| 1) | To receive RFO's report | Annexed |
| 2) | To approve income & payments to 30 th July 2023 | Annexed |
| 3) | To approve Committee accounts to 30 th July 2023 | Annexed |
| 4) | To receive External Auditors Report | To follow |
| 5) | To approve Budget Process | Annexed |
| 6) | To review Investments | |

6. King Georges Playing Field – update

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| 1) | To review KGF Funds Report | Annexed |
| 2) | CIL Board application for KGF Circumference Path – update | |

7. Land Issues

- 1) Doctors Surgery Lease – update
- 2) Churchill School - update
- 3) To consider budgeting for upgrade work to the Jubilee clock
- 4) Currant Hill allotments – next steps

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| 8. Local Council Award – update | |
| 9. To receive HR Committee minutes – 07/07/23 | Annexed |
| 10. Eco Policy Action Plan for F&GP - update | Annexed |
| 11. To review Risk Assessments | Annexed |
| 12. Russell House | |
| 1) Landlord responsibilities – update | Annexed |
| 2) To consider tenant request for building improvements | |
| 3) To consider quote for office LED lights and emergency lighting | Annexed |
| 4) Anti-social behaviour issues – update | |
| 13. Policies and Procedures to approve: | |
| 1) Disclosure and Barring Policy | Annexed |
| 2) Grant application form | Annexed |
| 14. Correspondence | |
| 1) KCC Budget consultation 2024/25 | |
| 15. Reports from Councillors on relevant activities | |
| 16. TN16, Crockham Hill Village Newsletter and website | |
| 17. Matters for District and County Councillors | |
| 18. Further matters for consideration at the next meeting | |
| 19. Date of Next Meeting – Monday 27 th November 2023 | |
| Part 2 Pursuant to Section 1 (2) of the Public Bodies (admission meetings) Act 1960. The Public be excluded from the meeting during consideration of the under mentioned item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business concerned. | |
| 20. To approve the Performance Management Policy | Annexed |
| 21. To approve changes to Long Service Award | Annexed |
| 22. Living Wage accreditation – update | |
| 23. Overtime/Absence – update | |
| 24. Proposal re change to overtime/contracted hours – update | Annexed |
| 25. To consider minor change to HR Terms of Reference | Annexed |