

BEARSTED PARISH COUNCIL

www.bearstedparishcouncil.gov.uk

Madginford Hall, Egremont Road, Bearsted, Maidstone. ME15 8LH
Telephone: 01622 630165 Email: clerk@bearstedparishcouncil.gov.uk

A G E N D A

To All members of the Council, Press and Public

Members are hereby summoned and notice is given that a **Meeting of the Finance Committee** will be held on Tuesday 7th August, 2018 at Madginford Hall, Egremont Road, Bearsted commencing at 7.30 p.m.

REPORTS FROM MEMBERS OF THE PUBLIC

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised

1. **Declarations of intention to record**
Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk. Details of our full recording policy can be found on our website.
2. **Apologies for absence.**
3. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
4. **Minutes of the last meeting.**
5. **Matters arising from the last minutes and action points.**
6. **Finance**
 - a) Resolution to authorise payments
 - b) Income and Expenditure Reports
 - c) Expenditure against Budget Report
 - d) Balances of accounts
 - e) Grants and Donations requests
 - f) To agree a set date every month for salary approvals to be made ahead of payday of 25th.
 - g) Legal advice on contracts for peppercorn rentals
 - h) AdvantEDGE Training 4th Sept 2018 - Edge IT Systems Ltd Quote
7. **Revision of agreements**

8. Correspondence

9. Future Agenda items

10. Downs Mail

To agree on items to highlight in the Bearsted Parish Council sponsored page in the forthcoming edition.

11. Details of next Meeting

Signed:



**Sarah Lewis,
Clerk to Bearsted Parish Council.**

1st August, 2018