

MELBOURN PARISH COUNCIL

Clerk: Claire Littlewood
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10 March 2021

Dear Councillor

You are hereby summoned to attend a meeting of the Finance and Good Governance Committee to be held on Monday, 15 March 2021, at 7.30pm via Zoom meeting <https://zoom.us/j/99678575699> for the purpose of transacting the following business:

To Members of the Public and Press

You are hereby invited to attend a meeting of the Finance and Good Governance Committee to be held on Monday, 15 March 2021, at 7.30pm via Zoom meeting <https://zoom.us/j/99678575699> for the purpose of transacting the following business: Members of the public are requested to submit their views, comments or questions in writing to the parish office in advance of the meeting:

Claire Littlewood

Clerk to the Parish Council

AGENDA : FINANCE AND GOOD GOVERNANCE COMMITTEE

- FG039/20 To receive and approve apologies for absence**
- FG040/20 To receive any Declarations of Interest and Dispensations**
- Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.***
- a) To receive declarations of interest from councillors on items on the agenda
b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
c) To grant any requests for dispensation as appropriate
- FG041/20 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item). Written responses to questions raised will be made by the Parish Office within 14 days of the date of this meeting.**
- FG042/20 To approve the minutes of the Finance & Good Governance Committee Meeting held on 21 December 2020**
- FG043/20 To report back on the minutes of the Finance & Good Governance Committee Meeting held on 21 December 2020**
- FG044/20 To consider approving the updated Timetable for Recurring Agenda Items**
- FG045/20 To note quarterly VAT return/refund**
- FG046/20 To note re-introduction of asset verification checks**
- FG047/20 To note publication of statutory information : Transparency Code 2015**
- FG048/20 To review the fixed asset register**
- FG049/20 Policies: To consider and review policies as per Policy Review Schedule:**
- a) Financial Regulations
b) Investment Strategy
c) Policy and Procedure: Pre-paid Debit Cards
d) Written Records Management and Disposal
- FG050/20 To note date of next meeting: 21 June 2021**