

CHISELDON PARISH COUNCIL



Contact details:

Clerk – 01793 740744 clerk@chiseldon-pc.gov.uk

You are summoned to the Finance, Contracts and HR Committee meeting.
Wednesday 3rd July 2024 at 7.30pm at the Old Chapel, Butts Road, Chiseldon.
AGENDA

Note – for any items that are not confidential, the public should request to see “Additional information” from the Clerk prior to the meeting. The information will not be available during the meeting.

1. To vote on a Chairman for the Committee for the forthcoming year.
2. To vote on a Vice Chairman for the committee for the forthcoming year (Not a legal requirement)
3. Attendances and apologies for absence to be received and approval voted on.
4. Declarations of interest and vote on any dispensations submitted
5. Public recess
6. Approve Minutes from 26th March and 10th June 2024.
7. Action points from 26th March minutes

HR. No items

Finance –

- 8. Discussion and vote on payment of the final invoice from grass contractors BDN after they terminated the contract with the council. See additional documentation**
- 9. If required, to review and vote on any action to be taken from bad debtor for hall hire. To be reviewed in conjunction with the council’s “Bad debtor” policy. See additional documentation.**
- 10. Discuss and vote on how dividend funds from the CCLA account should be handled. See additional documentation**
- 11. Discuss and vote on £170 printing funds for council staff to create a Parish wide newsletter update. (Last newsletter Dec 22)**

12. 6 month review of Unity credit card spending to see if the monthly limit needs adjusting. See additional documentation

13. Contracts – No items

14. To review and approve the councils Grants and Donations Policy. See additional documentation

15. To review and approve the committees Terms of Reference document. (TOR) See additional documentation

16.Items for inclusion on next agenda
(Cannot be discussed or voted on at this meeting)

Next meeting: Wednesday 4th September 2024, at 7.30pm The Old Chapel on Butts Road.

Signed: C Wilkinson (Clerk) 25.06.2024

Clair Wilkinson

Current Committee:

Ian Kearsey (Committee Chairman), Chay Ford, Jon Jackson, Steve Woodham and Fareed Quidwai.

Legislation that allows the Council to act:

Item 11. Newsletter. LGA 1972 s.142 (1A)

Chiseldon Parish Council under law, has a duty to conserve biodiversity under the Natural Environment and Section 17.

Councillors will review their decisions when required, with these acts in mind, and they will be minuted accordingly.

For more details see our “Biodiversity Duty” and Crime and Disorder” policies which are on our website www.chiseldon-pc.gov.uk