



BOXLEY PARISH COUNCIL
www.boxleyparishcouncil.org.uk

Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent. ME5 9RU
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Clerk Daniela Baylis **Assistant Clerk** Mrs Melanie Fooks

A G E N D A

To All Members of the Council, Press and Public

There will be a meeting of the **Finance & General Purposes Committee** on **Monday 20 July 2020 by Conference Call starting at 7.30pm**

1. Apologies and non-attendance

To receive apologies from members unable to attend.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying.

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda.

3. Minutes of the meeting of 26 May 2020 (Pages 3-5)

To consider the minutes of the meeting and if in order sign as a true record.

4. Matters Arising from the Minutes

4.1 Investments Report. It was agreed to transfer the £50,000 returned Lloyds investment from the Coop General Account to Barclays and then reinvest it in the existing Lloyds account when it comes up for renewal on the 29th April. Due to the current situation this has not been done and will be done at the next renewal in July. **Transfer made.**

4.2 9. Insurance and Assets. The Clerk questioned the current process of splitting up the insurance premium into so many different cost codes, many of which were the same. A report would be prepared for the next meeting. **Work in progress.**

4.3 10.1 Policy Review Schedule. As many of the Policies had been reviewed out of schedule and some new ones created the Clerk would draft a new schedule for review at the next meeting. **Work in progress.**

4.4 16. Downs Mail Delivery. To ratify the Clerk's decision made out of meeting after consulting members to continue to pay 50% for the delivery of the Downs Mail. This decision is to be reviewed after 3 months (i.e. in July) at which point payment may then cease until the Downs Mail resumes publication. **Ratified.** To be reviewed in the light of the decisions reached on item 7 below.

4.4 Any other matters arising from the minutes, but not on the agenda.

Adjournment to enable members of the public to address the meeting.

5. Financial report.

5.1 Reconciliation of accounts/Investments (pages 5-7).

5.2 Income/Expenditure report as at 30.6.2020. See report (pages 8-12).

5.3 Petty cash reconciliation. (Verbal report).

6. Changes to IT and website

To consider the current and future needs of the parish council.

7. Downs Mail (see report page 12-13)

8. Loss of Income/Expenditure from Closure of Beechen Hall (Pages 13-14).

12 Matters for Information

To receive information.

13 Items for Next Agenda

Councillors' reports and requests for items to be included on the agenda to be submitted no later than 11 September 2020.

14 Date of Next Meeting

Monday 21 September 2020, possibly at Beechen Hall otherwise remotely, commencing at 7.30 p.m.

The Chairman to move that in view of the confidential nature of the business about to be considered that the press and public be excluded from the meeting.

15 Personnel matters

15.1 TOIL, training, leave and sickness cover.

15.2 Caretaker Situation update (report to follow)

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 14 July 2020

Issues to be returned to agenda as they develop: None.

Note to all councillors: you are welcome to attend and speak at meetings of committees of which you are not a member but only committee members may vote.

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.