

# BUCKHURST HILL PARISH COUNCIL

MR KEVIN O'BRIEN  
CLERK TO THE COUNCIL  
165 QUEENS ROAD  
BUCKHURST HILL  
ESSEX  
IG9 5AZ

TEL: 020 8498 9933  
EMAIL: [office@buckhursthillpc.gov.uk](mailto:office@buckhursthillpc.gov.uk)

1 March 2019

A meeting of the **FINANCE & ESTABLISHMENT COMMITTEE** will be held at **7.00pm** on **Thursday 7 March 2019** at **Buckhurst Hill Library**, 165 Queens Road, Buckhurst Hill and you are hereby summoned to attend. Members of the public and press are invited to be present and the following business will be transacted.

*K O'Brien*

Mr K O'Brien  
Clerk to the Council

## AGENDA

1. **APOLOGIES FOR ABSENCE**  
To receive apologies for absence.
2. **DECLARATIONS OF INTEREST**  
To receive declarations of interest from Members in any item on the agenda, in accordance with the Members' Code of Conduct.  
The Code of Conduct requires Members who have declared a pecuniary interest in an item to withdraw from the room while that item is being considered.
3. **MINUTES**  
To approve the minutes of the meeting held on 17 January, circulated, and to authorise their signing by the Chairman.
4. **PUBLIC PARTICIPATION**  
To hear representations from members of the public  
The maximum time allowed for this item is 15 minutes (approximately 3 minutes per speaker); at the close of this item members of the public will no longer be permitted to address the Council.
5. **CHAIRMAN'S AND CLERK'S COMMUNICATIONS**  
To receive communications from the Chairman of the Committee or Clerk to the Council. Please note that no decisions can be made under this item, as that business must be specified on the agenda.
6. **FINANCE**
  - 1 To receive and consider a report of the Council's financial position as at 31 January, circulated.
  - 2 To note the Bank Reconciliations and Trial Balance at 31 January, circulated.
  - 3 To note payments and receipts for 1 November to 31 January, circulated.
  - 4 To note estimated income for the Halls for the fourth quarter, January to March, circulated.

7. **INSURANCE**

To consider quotations from Zurich Municipal for the Council's insurance from 1 April 2019, details circulated

8. **COMMUNITY HALLS**

To note that there may be a requirement to charge VAT on hall hire charges.

*It is proposed the meeting move into private session for the remainder of the items to be discussed. (Public Bodies [Admissions to Meetings] Act 1960)*

9. **COMMUNITY HALLS PROJECT**

(a) To consider supporting a scheme for the redevelopment of the Roding Valley Hall, favoured by the Accommodation Committee, which if it were to move to the development stage is currently estimated to cost within the range of £2.5 to £3.2 million.

(b) Subject to the outcome of (a) to provide comments and/or recommendations to the Accommodation Committee.

**Members of the Finance & Establishment Committee**

Councillors: Mr B Nagpal (Chairman), Mr R Sparrowhawk (Vice Chairman),  
Mr S Clark, Mr S Neville, Mrs S Patel, Miss G Reynolds, Mrs J Share-Bernia, Miss S Watson