

BUCKHURST HILL PARISH COUNCIL

MRS E P PETYT-START
CLERK TO THE COUNCIL
165 QUEENS ROAD
BUCKHURST HILL
ESSEX IG9 5AZ

TEL: 020 8498 9933
EMAIL: office@buckhursthillpc.gov.uk

10 March 2022

A meeting of the **FINANCE & ESTABLISHMENT COMMITTEE** will be held at **8.00 pm** on **Thursday 17 March 2022** 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.

Mrs E.P. Petyt-Start

Mrs Liz Petyt-Start
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 18 November 2021, 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 28 February 2022
 - 2 To note payments and receipts for 1 November – 28 February 2022, circulated.
 - 3 To note estimated income for the Halls for the fourth quarter, January – March 2022, circulated.

7. **BUDGET**
1 To note budget for 2022/2023 as agreed at the Full Council meeting of 20 January 2022.
2 To note precept for 2022/2023 as agreed at the Full Council meeting of 20 January 2022.
3 To note proposed EMRs for 2022/2023
8. **REVIEW OF CHARGES**
1 COMMUNITY HALLS HIRE CHARGES
To review charges for the hire of Community Halls, current charges circulated.

2 PARISH MAGAZINE RATE CARD
To review charges for advertisements in the Parish Magazine, current rate card circulated.
9. **HALL TERMS AND CONDITIONS**
To review and approve the updated Terms and Conditions for the Woollard Centre and the Roding Valley Hall. Circulated
10. **BANK ACCOUNT SIGNATORIES**
To approve the 5 new signatories for the Councils bank accounts.
11. **ONLINE BANKING**
To discuss the proposal circulated for the Council to consider transferring to online banking and to consider the proposal to move the Council's main bank account from NatWest to Unity Trust - proposal circulated.
12. **FINANCE AND ESTABLISHMENT ITEMS OF CONCERNS**
(a) To note any items of concern
(b) To provide any items for the next agenda.

Members of the Finance & Establishment Committee

Councillors: Mr Marshall Vance (Chairman), Mr S Heap (Vice-Chair), Mr S Neville, Mr D Saunders, Mr K Williamson