

# CHISELDON PARISH COUNCIL



Contact details:

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**You are summoned to the Finance, Contracts and HR Committee meeting.  
Tuesday 2<sup>nd</sup> November 2021 at 7.30pm at the Old Chapel, Butts Road, Chiseldon.**

## **AGENDA**

1. Attendances and apologies for absence to be received and approval voted on.
2. Declarations of interest and vote on any dispensations submitted
3. Public recess
4. Approve Minutes from 28<sup>th</sup> September 2021
5. Action points from 28<sup>th</sup> September minutes.
6. All Committee Chairman to attend meeting to review their committee budget vs expenditure report, and agree on any actions to be taken back to their committee.
7. **FINANCE.** Review final budget requests for 2022/23 from Committees received to date. [See notes page on MS Teams](#)
8. **FINANCE.** Review draft budget for 2022/23 & precept request for 2022/23. [See information on MS Teams](#)
9. Review and approve any alterations to Responsible Financial Officers NEST pension payment. [See information on MS Teams](#)
10. Review and approve grant request from the Chiseldon Memory Café organisers [See information on MS Teams](#)
11. Retrospective approval of costs for new radiator in Chapel office. Costs £448.80 & VAT by CTS
12. Retrospective approval of costs for new Cllrs to attend online "Cllr Fundamentals" course at £30.00 per Cllr. Up to the value of £240.00 from training budget.
13. Review and approve items on quote from Sanders to improve website accessibility. [See information on MS Teams](#)
14. Review April 2021 to date budget vs expenditure report. [See information on MS Teams](#)
15. Approve approx. £100 expenditure request for a Jan 2022 newsletter for all residents.
16. Approve approx. £50. Expenditure request for a newsletter targeted for the new homes in Burderop Park.
17. **CONTRACTS** – No items
18. **HR.** Approve updated Job Descriptions for Clerk and RFO. [See information on MS Teams](#)
19. **ITEMS FOR INCLUSION ON NEXT AGENDA**  
(Cannot be discussed or voted on at this meeting)

**Next meeting: Tuesday 11<sup>th</sup> January 2022 at 7.30pm The Old Chapel on Butts Road.**

Signed: C Wilkinson (Clerk). Date 27.10.2021

**Current Committee:**

Cllrs Matt Harris (Council Chairman & Committee Chairman), Danielle Simpson, Jon Jackson, Andy Rogers (Committee Vice Chairman) and Ian Kearsey.

Laws that allow the Parish Council to act:

Item 8 NEST Pensions LGPSR SI 2007/1166, LGPS SI 2008/238&239

Item 9 Grant LGA 1972 s.137 - **MUST RECORD ON ACCOUNTS AS S137**

Item 10 Radiator LGA 1892 s.8 (1)(i)

Item 11. Cllr training LGA 1972 s.111

Item 12 Website changes LGA 1972 s.142

Item 15 Newsletter LGA 1972 s.142 (1A)

Item 16 Newsletter LGA 1972 s.142 (1A)

Environment and Rural Communities Act 2006 and consider the impact of their decisions under the Crime and Disorder Act 1998 Section 17.

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

Our policies for our “Biodiversity Duty” and Crime and Disorder” will be loaded on our website [www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk) as soon as possible.