

BLAKENEY PARISH COUNCIL - NOTICE

There will be a meeting of the '**Finance & Governance Committee**' on **Thursday 15th July 2021 at 7pm**

All Members are hereby summoned to attend.

Tracey Bayfield

Mrs Tracey Bayfield - Clerk to the Council
(6th July 2021)

AGENDA

1. To receive & consider **Apologies for Absence**.

2. To receive **Declarations of Interest** from members.

Under the 'Code of Conduct', members must declare any disclosable Personal or Pecuniary (prejudicial) interests. If a pecuniary interest is declared, then the member is not permitted to remain in the meeting for said item. They must not take part in the discussion or voting.

3. To receive & approve the **Minutes** of the meeting held on:

i) Tuesday 27th April 2021. (Cllrs have.)

4. **Open Public Session (maximum of 15 minutes; 3 minutes each).**

5. To receive & consider the following;

- Quarterly **Internal Audit Report**
- **Bank Reconciliation**
- First **Quarter figures** – both income & expenditure against budget

6. To **review** various governing documents;

i) **4 Year Strategy**

7. To consider which **Policies** we need to have and to **review** where applicable (note this is a list formulated from our current policies and other suggestions, those highlighted in **bold**, are to be considered this evening);

- i) Absence Management
- ii) Advertising on BPC Land
- iii) Anti-Bullying & Harassment
- iv) Best Value
- v) Child Protection & Vulnerable Adults
- vi) Community Fund Request Form
- vii) Complaints

- viii) Co-option
- ix) Coronation Car Park Usage
- x) Coronation Car Park – Workers Permits**
- xi) Death of a Senior Royal
- xii) Dignity at Work
- xiii) Disability Discrimination
- xiv) Disciplinary Procedures
- xv) Document Retention
- xvi) Equality & Diversity
- xvii) Facebook/Social Network
- xviii) Financial Regulations – *adopted April 2021*
- xix) Financial Risk Assessment – *adopted April 2021*
- xx) Freedom of Information Act 2000
- xxi) General Data Protection Regulations
- xxii) General Power of Competence
- xxiii) Grant Awarding
- xxiv) Grays Funfair
- xxv) Grievance
- xxvi) Gritting
- xxvii) Health & Safety
- xxviii) Localism
- xxix) Lone Working
- xxx) Lost Property
- xxxi) Member Officer Protocol
- xxxii) Model Code of Conduct
- xxxiii) Playing Field Parking
- xxxiv) Power of Wellbeing
- xxxv) Press Release
- xxxvi) Public Noticeboard
- xxxvii) Public Participation
- xxxviii) Press & Media
- xxxix) Public & Press Reporting at Meetings
- xl) Residents Parking Permits
- xli) Standing Orders – *adopted April 2021*
- xlii) Training Policy – Staff & Members
- xliii) Transparency
- xliv) Whistleblower

8. The next quarterly meeting of the **Finance & Governance Committee** is scheduled for Thursday 7th October 2021.

9. Clerk/RFO Report – There are other documents to be reviewed and these will be listed in due course.

Meeting closed.