



ST MEWAN PARISH COUNCIL

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18th February 2021

TO ALL MEMBERS OF THE FINANCE, STAFFING, GENERAL PURPOSES AND AUDIT COMMITTEE

I hereby give notice that the **Finance, Staffing, General Purposes and Audit Meeting** of St Mewan Parish Council will be held **Remotely** on **Wednesday 24th February 2021** via **ZOOM** commencing at **10.00am**.

All Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Topic: Finance, Staffing, General Purposes and Audit Meeting
Time: Feb 24, 2021 10:00 London

Join Zoom Meeting

<https://zoom.us/j/92114576992?pwd=eWZTdM9ZMzAydVFTdXIHN1Z5V2I0QT09>

Meeting ID: 921 1457 6992

Passcode: 591216

One tap mobile

+442039017895,,92114576992#,,,,*591216# United Kingdom

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Dial by your location.

0203 901 7895

0208 080 6591

0208 080 6592

0203 481 5237

0203 481 5240

Meeting ID: 921 1457 6992

Passcode: 591216

Find your local number: <https://zoom.us/u/abeFVT5jKv>

Yours faithfully

Wendy Yelland

Wendy Yelland, Parish Clerk/RFO

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

1. Persons Present/Apologies

To **NOTE** persons, present and **RECEIVE** apologies for absence.

2. Declarations of Interest from Members / Dispensations

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To **RECEIVE** any Declarations of Interest from Members. To **RESOLVE** to grant any requests for Dispensation in line with the Councillor Code of Conduct 2012 if appropriate.

3. Public Participation

To **RECEIVE** comments from members of the public. This provides an opportunity for members of the public to comment on items on the agenda as per Standing Orders or otherwise considered at the Chairman's discretion. Maximum time allowed will total 10 minutes/2 mins per person.

4. Finance, Staffing, GP and Audit Minutes: 8th October 2020

To **RESOLVE** that the above Minutes of the Finance, Staffing, GP and Audit Committee having been previously circulated, be taken as read, approved and signed. To **NOTE** any matters arising from the Minutes.

5. Budget monitoring Quarter 3

To **RECEIVE** October 2020- December 2020 expenditure against budget and **APPROVE** financial reporting.

6. Ear Marked Reserves 2020/2021

To **DISCUSS** any expenditure to year end March 2021 making proposals to Full Council.

7. Internal Control Check

To **RECEIVE** Internal Control Check reports from Cllr Passmore and Cllr Holman for Q1, Q2 and Q3

8. Banking Arrangements

To **DISCUSS** current banking arrangements. **RESOLVE** how best to proceed.

9. GDPR Annual Report (published on the council's website)

a)

To **RECEIVE** annual report 2020/2021

b) To **DISCUSS** any additional measures required and **RESOLVE** to **ADOPT** any changes

c) To **APPROVE** reporting

10. Correspondence received up to time of meeting (previously circulated and for information only)

To **NOTE**.

11. Items to agenda for next Finance, Staffing, GP and Audit meeting

To **NOTE** any items.

12. Public Bodies (Admission to Meetings) Act 1960

To **RESOLVE** that in view of the confidential nature of the business about to be transacted it is advisable that the press and public be excluded and are instructed to withdraw during the discussion of the following item.

13. Confidential

a) Staffing