

Calne Without Parish Council
Finance Committee

To Councillors Baker, Cook, French, Hislop, Jones, Kronig, and Malpas
You are hereby summoned to attend a meeting of Calne Without Parish Council, Finance Committee on Zoom on Wednesday 7th April 2021



Sarah Glen
Clerk to the Council 30th March 2021

This meeting will be held in accordance with s78 of the Coronavirus Act 2020, The Local Authorities and Police & Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 04 April 2020.

The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specific period until May 2021. The 2020 Regulations apply to local council meetings, committee, and sub-committee meetings in England.

This meeting will be held using Zoom. Members of the public are able to attend the meeting by using the log in details provided. If you wish to speak at the meeting, please contact the Clerk by 9am on Tuesday 6th April 2021.

Zoom joining details:

Join Zoom Meeting

<https://zoom.us/j/99709132753?pwd=R0gwTEd4V2V2SmxiZiU2dUZUNFZ2UT09>

Meeting ID: 997 0913 2753

Passcode: 206163

One tap mobile

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Agenda

1 Apologies

To receive apologies.

2 Public participation

Opportunity for members of the public to address the Committee.

3 Declarations of Interest

Declarations from Councillors of any disclosable pecuniary interest (Standing Orders 13b) or other interest (Standing Orders 13c) in respect of matters being considered by the Council.

4 Minutes

Recommendation: That the Committee approve the Minutes of the meeting held on 21st January 2021 as a true and fair reflection of the motions agreed by the Committee and the discussions that took place and that these be signed by the Chairman as such.

5 End of Year Accounts and Reserves

Report circulated.

Recommendation:

That the Committee approve draft year end accounts (Receipts and Payments, Payments over £100 and Grants), and the allocation and level of the reserves identified for submission to the auditor.

6 Website training and support

To consider the approval of website training for the new Clerk and for on-going website support. Report circulated.

Recommendations:

- 1. That the Committee approve the cost of 2 hours training on the Council Website operation with Clearwater at a cost of £100 plus VAT for the new Clerk.**
- 2. That the Committee approves a contract for ongoing website support with Clearwater on the basis of half an hour per month for a 12-month period starting April 2021 at a cost of £50 per hour. That this be reviewed by the Council after 6 months.**

7 Insurance for 2021/22 renewal due on 1st June 2021

The Clerk has requested Insurance quotes for 2021/22 unfortunately none have been received, however the Committee is asked to review the basis of the requests and last year's policy and to make any request for changes to the policy to be sought for 2021/22. The Council currently has a long-term agreement which ends 31st May 2022. Papers circulated. The Council's Asset Schedule is also circulated.

Recommendation: That the Committee identify any changes required to the current insurance.

8 Projects

To review the outstanding projects.

Recommendation:

- 1. That the Committee make any suggestions about project management to the Council for consideration and identify any issues or priorities that the new Council should address in May.**
- 2. That a Councillor be appointed to take the lead on individual projects.**

Date of next meeting to be decided by new Council in May 2021 unless the Committee wishes to meet again to discuss the insurance.