

You are summoned to attend the Finance, Governance and Asset Committee Meeting to be held on Monday 13th September 2021 at 19.00 in the Parish Council's Office, Great Linford House, 1 St Leger Court, Great Linford.

NEW ARRANGEMENTS

Due to Government legislation all Council meetings must take place face to face. However, Covid restrictions will apply, and this will limit the number of people allowed into the meeting room. Face masks are essential.

As a resident or member of the press you are welcome to attend:

via Teams <https://bit.ly/38NzL9R>

or in person. Due to the limited availability please register your desire to attend via the GLPC website form or by writing to the Parish Manager at glpc@great-linford.gov.uk. Seats will be allocated on a first come first served basis.

Public participation procedures and information can be found on the website document <https://www.great-linford.gov.uk/virtual-meetings/>.

Agenda

Agenda Item	Doc Ref (abbreviated)
1. Welcome and register of those in attendance.	
2. Apologies for absence Cllrs are asked to communicate their absence by 12 noon on the day of the meeting. A reason for absence is required. Please email glpc@great-linford.gov.uk	
3. Declaration of members' interests	
4. Public Question Time The meeting will be adjourned for an agreed time by the Chair for the Public to ask questions about agenda items. The Chair will allocate speaking time as appropriate. Residents are asked to register their questions through the glpc@great-linford.gov.uk email address quoting the agenda item they wish to speak on.	
5. Minutes of Previous Meeting	
5.1. Committee are asked to agree the minutes of the last meeting held on Monday 17 th July as a true record. 5.2. There is one outstanding resolution from the previous FGA meeting. Rolling Capital Fund: The RFO is to speak to DCK Accounting to confirm the posting process of the Rolling Capital Fund and would update FGA Committee of their reply. RFO ACTION	Doc Ref 5.1

Great Linford Parish Council

Great Linford House, 1 St Leger Court, Great Linford MK14 5HA

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Agenda Item	Doc Ref (abbreviated)
6. Budget Review	
6.1. Income and Expenditure report as at end 31 st August 2021. In preparation for the budget FGA are asked to note the Income and Expenditure up to the end of August and note the significant variances.	Doc Ref 6.1
6.2. Rolling Capital Fund Expenditure. FGA are asked to note the expenditure on the RCF and the implications for the budget process.	Doc Ref 6.2
6.3. Draft 2022-23 budget. FGA are asked to note the draft budget which shows business as usual income and expenditure as a starting point for the budget process.	Doc Ref 6.3
7. Reserves Policy and Position	
7.1. General Reserves as of 31 st August 2021. FGA are asked to note the General Reserve figure as at the end of August in preparation for the budget and reviewing the reserves policy in November.	Doc Ref 7.1
8. Insurance	
8.1. At the Full Council Meeting on 28th July 2021 the RFO was given delegated responsibility with oversight from Cllrs Foskett, Widdowson and J Whelan and the Parish Manager to review the insurance amounts, make a decision and process the paperwork to report to FGA in September.	Doc Ref 8.1
8.2. The insurance schedule has been reviewed against the asset register and the premium paid. Supporting documentation provided.	Doc Ref 8.2
9. Staff remuneration	
9.1. For information only – the pay discussion relating to annual pay increase has not yet been agreed. Latest information is circulated.	Doc Ref 9.1
10. External Audit	
10.1. For information only – As GLPC had Income/Expenditure exceeding £200k it was subject to intermediate level review procedures this year. As a result of this we were asked for further information: <ul style="list-style-type: none"> • Evidence of the authority's registration with HMRC for PAYE and NIC • Confirmation of no borrowings • Further explanation on variances This evidence was provided and noted and to date we have not received the Notice of Conclusion of Audit.	

11. Confirm the next FGA Committee meeting as Monday 8th November 2021.

Eirwen Tagg

Eirwen Tagg

Proper Officer

8th September 2021