

15th April 2024

To: Cllr S Cross, Cllr K Elvin, Cllr J Glover (Chairman), Cllr C Graham, Cllr N Pellew.

A meeting of the Finance and IT Committee will be held at the Jubilee Room, Braywood Memorial Hall on Wednesday 24th April 2024 at 4:00pm for which your attendance is requested.

Yours faithfully

Esther Cope

Ms. Esther Cope
Clerk/RFO

Agenda

- FC 073/2023 Apologies for absence and declarations of interest
- FC 074/2023 To approve the minutes of the meeting held on Monday 8th January 2024
- FC 075/2023 Chairman to approve and sign the bank statements to 31st March 2024
- FC 076/2023 Chairman to approve and sign the Clerks' timesheets to 31st March 2024
- 076.001 To consider Clerks' hours to 31st March 2024
- FC 077/2023 Chairman to approve and sign the Clerks' expenses to 31st March 2024
- FC 078/2023 Committee to consider payment of additional hours completed by the Deputy Clerk during the period December 2023 to March 2024
- FC 079/2023 Councillors to receive finance reports to 31st March 2024
- FC 080/2023 To receive an update from the internal audit and AGAR timetable for FY2023/24
- FC 081/2023 To consider the reserves allocation to year-end 31st March 2024
- FC 082/2023 To review the budget FY 2024/25
- 082.001 To approve Clerks' request to increase funding available for Councillor training from £500. to £1,500. for the year FY2024-25
- 082.002 To consider the Clerks' request to employ Breakthrough Communications to complete Councillor training during FY2024-25
- FC 083/2023 To receive approval for any spending requests below £2,500.
- FC 084/2023 To receive approval for any spending requests above £2,500.
- FC 085/2023 To consider Parish Basic Allowance payments FY2024/25
- FC 086/2023 To review grant applications for recommendation to Main Council
- 086.001 Application from Mr J Camplin for £205.
- 086.002 Application from Thames Valley Hospice for £1,000.
- 086.003 Application from Citizens Advice East Berkshire for £400.
- 086.004 Application from OGAFA – Fifield Fun Day
- FC 087/2023 To review the following policies for recommendation at the next meeting of Main Council
- Allotment Rent Review
 - Cemetery Fees Review

- Cemetery Internment Notice
- Cemetery Terms and Conditions
- Financial Regulations
- Fixed Asset Capitalisation Policy
- Grants Policy and Application Form
- Investment Policy
- Social Media Policy
- Tennis Court Policy
- Website Accessibility Statement

FC 088/2023 Review of ICT requirements

FC 089/2023 Date for the next Meeting TBC