



# Maresfield Parish Council

REPRESENTING THE VILLAGES OF MARESFIELD, NUTLEY & FAIRWARP

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**Website** [www.maresfieldparish.org.uk](http://www.maresfieldparish.org.uk)  
**Clerk / Asst Clerk** Mrs Claire Goossens / Mrs Nancy O'Hanlon

1<sup>st</sup> December 2020

Dear Councillor,

Committee Members are summoned to attend a meeting of Maresfield Parish Council's Finance & Administration Committee, to be held remotely via Zoom on Tuesday 8<sup>th</sup> December at 7.30pm.

If members of the public wish to participate in the meeting via Zoom, please email [clerk@maresfieldparish.org.uk](mailto:clerk@maresfieldparish.org.uk) to obtain the Meeting ID and Password and to provide details of any questions they wish to put to the Committee.

C GOOSSENS

Mrs C Goossens – Clerk

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## AGENDA

**Members of the public are welcome to attend and to address Councillors before the commencement of the meeting.**

**Please notify the Clerk in advance so that any necessary arrangements can be made.**

1. Public Session.
2. Apologies for absence.
3. Declarations of interest.
4. Adoption of the minutes of the Meeting held on 10<sup>th</sup> November 2020.
5. Review of months 8 Receipts and Payments and Bank Reconciliation.
6. To review NDP Steering Group request for continued funding and make recommendation to Council.
7. Grants/Donations – Bids for Parish Council funding 2021/22.
8. Current Year forecasts 2020/2021 and new Budget/Precept 2021/2022.
9. To note Internal Auditors Interim Report.
10. To note Wicksteed Quarterly Playground Inspection Report.
11. To consider and recommend that Council approve the following policies:
  - a) Lone Working Policy
  - b) Performance Management Policy
  - c) Recording of Public Meetings Policy
12. Investment of surplus funds.
13. Transparency code.
14. GDPR update.
15. To consider Website Accessibility Audit.
16. Matters arising from the meeting for public communication.
17. Correspondence.
18. Date of next meeting – Tuesday 6<sup>th</sup> April 2021.