

# **New Frankley in Birmingham Parish Council**

## **Meeting of the Finance and Management Committee**

To be held on Monday 2<sup>nd</sup>  
March 2020, at the Parish  
Council Offices, 12 Arden Road,  
Frankley at 1300 hours.

### **Agenda**

- 1 Apologies for Absence**
- 2 Declarations of interest (existence and nature) with regard to items on the Agenda**

Members are reminded that the Council's Code of Conduct requires that any Member, having a Pecuniary or a Non-pecuniary interest in any of the business to be transacted, must declare all such interests either at the start of the meeting or immediately before the item is proposed to be discussed.

If a Member declares a non-pecuniary interest then that Member may remain in the meeting, take part in the discussion and vote on the matter.

If a Member declares a pecuniary interest, then he/she must not take part in any discussion of the matter at the meeting and must NOT vote on the matter. Members need not withdraw from the meeting but a participation by the Member at the meeting in respect of the matter in which they have a pecuniary interest is a criminal offence for which the Member may be prosecuted as well as referred to the City Council's Standards Committee.

- 3 Public participation session with respect to items on the Agenda**

[No decision on the matter before the Council shall be made at this point in the meeting]

Where a Member has a pecuniary interest in the business of the Council that Member must declare that interest but may speak at the meeting for the purpose of making representations, answering questions, or giving evidence relating to the business providing the public are also permitted to attend the meeting for the same purpose. Any representations relating to the business contained on the agenda in which a member has a pecuniary interest or members of the public wish to speak on, should be made at this point of the meeting.

- Attached 4 Minutes of the Last Meeting of the Committee**
- To approve and authorise the Minutes of the meeting of the Finance and Management Committee held on 3<sup>rd</sup> February 2020.
- 5 Monthly Bank Reconciliation (To be laid on the Table)**
- To note the Bank Reconciliation for the period ended 29<sup>th</sup> February 2020.
- Attached 6 Provision of CCTV – Arden Road, Frankley**
- To review and, if necessary, amend the attached draft consultation documents which are required as part of the Government's Passport to Compliance documentation.
- 7 VE 75 Commemoration – 8th May 2020**
- To receive a verbal report on the progress in arranging the VE 75 Commemoration and a summary of expenditure to date.
- Attached 8 Statement on Internal Control for the Year Ending 31<sup>st</sup> March 2020**
- To note the Statement of Internal Control for the Year Ending 31<sup>st</sup> March 2020 Audit
- Attached 9 Parish Council Risk Assessment**
- To note the Parish Council Risk Assessment which sets out the possible risks that the Council faces in its day-to-day activities and the actions recommended to minimise those risks. The List is not exhaustive and Members may wish to consider other risks not identified
- Attached 10 Risk Review**
- The Council is expected to carry out an annual assessment of the financial and other risks it is exposed to and to identify any actions it considers necessary to minimise those risks.
- The attached schedule covering the period 2019/2020 identifies the risks involved and the actions taken to minimise those risks.

## **11 Financial Records Audit**

The Council's Financial Records for the Period 1<sup>st</sup> April 2019 to 29<sup>th</sup> February 2020 will be available for Members' inspection at the meeting.

## **12 Items for Information Only**

Members may raise items not on the agenda under this heading as long as they involve no more than an exchange of information.

## **13 Local Issues Raised by Members of the Public**

To allow members of the public to raise matters of local concern

(Note: No decisions can be made on matters raised under this item. If necessary, a report can be requested for a future Council meeting)

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