You are hereby summoned to attend a Meeting of the **Finance and Staffing Committee** on **Tuesday 19th May 2020 at 6.00pm** in the **Parish Council Virtual Meeting Room.**

AGENDA
DURING COVID-19 Pandemic

MEMBERS OF THE PUBLIC are welcome to email comments on any items on the agenda to parishcouncil@astonclinton.org **before 1pm on day of meeting**
These will be read out by the Clerk in the meeting

AGENDA

20.40 Apologies

20.41 Minutes - To approve the minutes of the last meeting

20.42 Declarations of Interest

20.43 Public Participation

20.44 Governance – Financial regulations

MOTION: to review and make recommendation to Parish Council

20.45 Financial Situation Reports

   i.   Income and Expenditure report and balance sheet to end March 2020
   ii. Reconciliations
   iii. Month-end reports and budget status April 2020
   iv. Transfer of reserves to tracker
   v.   Community Centre
         - Valuation and invoicing dates

MOTION: to recommend a change to the valuation date for the main contractor to 10th of the month starting from the 10th June, subject to sign off by Parish Council
         - Contract sum forecast
         - Income/Expenditure
         - Funding options
         - review of invoices
   vi. Payments to be agreed
         MOTION: to recommend payment of invoices

20.46 March VAT return

20.47 Risk and Asset Register – review and recommendation

20.48 AGAR & External Audit - update

20.49 COVID-19 Community support group – application for grant funding
MOTION: to ratify the decision to support the application for grant funding from Bucks Council.

20.50 Temporary Accommodation EMR
MOTION: to recommend to parish council, the committed funds for the temporary accommodation in the amount of £62,490, to be recorded on Alpha as earmarked reserves

20.51 Staff Matters
MOTION: to approve recommendations of the staffing sub committee

20.52 Date of next meeting

Elaine Barry, Parish Clerk, 14/05/20