

LYNEHAM AND BRADENSTOKE FINANCE COMMITTEE



Clerk to Council: Elizabeth Martin

Website: <https://www.lynehamandbradenstoke-pc.gov.uk/>
Email: Parish.clerk@lynehamandbradenstoke-pc.gov.uk
Telephone: 01225 864240
Facebook: <https://www.facebook.com/Lynehamandbradenstokeparishcouncil/>

Ivy House
72 The Green
Poulshot
SN10 1RT

30th July 2020

To: **Members of Lyneham and Bradenstoke Finance Committee**

Cc: Members of Lyneham and Bradenstoke Parish Council

Dear Councillor,

You are summoned to attend the meeting of Lyneham and Bradenstoke Finance Committee to be held Virtually on **Wednesday 5th August 2020 at 7:00pm** for purposes of transacting business as set out in the Agenda below.

The meeting will be held REMOTELY using Microsoft Teams.

For Members of the Public wishing to observe the meeting they may do so at the following address

<https://bit.ly/3hZH94J>

Members are politely asked to forward any questions or queries relating to items on the agenda to the Clerk at least 48 hours prior to the meeting. The press and public are invited to attend.

A public participation section will precede the main Council meeting for up to fifteen minutes, three minutes per person. No decisions or arrangements will be made on items raised in this section unless the issue is listed on this Agenda. The main Council Meeting will commence following this session

Members of the public wishing to ask a question regarding an Agenda item are asked to submit it to the Parish Clerk by email to parish.clerk@lynehamandbradenstoke-pc.gov.uk

If the member of the public does not use email, then the question should be mailed to the Parish Clerk at the above address. The question will be read out at the meeting and, if possible, an answer will be given at the time. If that is not possible then a written reply, either email or post, will be given after the meeting.

This is normal procedure for regular meetings. All questions received will also be posted to the Parish Council website before the meeting commences. Website address - www.lynehamandbradenstoke-pc.gov.uk

Yours sincerely,

Elizabeth Martin
Parish Clerk



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PUBLIC PARTICIPATION

- a. Comments from members of the public to be considered by the Committee regarding items on the Agenda.

AGENDA

■■■■ TO ELECT THE CHAIR TO THE FINANCE COMMITTEE

■■■■ TO ELECT THE VICE CHAIR TO THE FINANCE COMMITTEE

■■■■ TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

■■■■ DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION
To Receive any Declarations of Interest.

■■■■ TO REVIEW AND APPROVE THE PAYROLL PROVIDER AND CONTRACT FOR THE CLERKS PAY (THREE QUOTES RECEIVED)

■■■■ NEXT MEETING

To Note the next meeting will be arranged as required Unless otherwise notified, this and all subsequent meetings will be 'virtual' meetings in accordance with the current legislation, up to and including 5th May 2021.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public – however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.