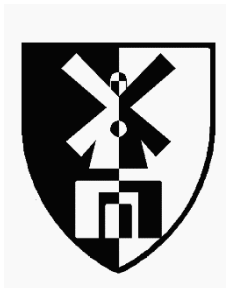


**KEYWORTH PARISH COUNCIL**

Village Hall, Elm Avenue, Keyworth, Nottingham NG12 5AN

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Members of the Finance and Risk committee are hereby summoned, and members of the public and press are invited to attend the next meeting to be held to be held in the **Centenary Lounge on Monday 25<sup>th</sup> July 2022**

**Finance & Risk: 6.55pm for a 7.00pm start**

E Tillyard

*Emma Tillyard*

Responsible Finance Officer

18<sup>th</sup> July 2022

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**AGENDA**

- 1) Apologies
- 2) Declarations of Interest
- 3) Minutes 23rd May 2022
- 4) Subcommittee TOR and membership
  - a) Review of staffing subcommittee and emergency subcommittee terms of reference
  - b) Appoint to staffing subcommittee and emergency sub committee
- 5) Matters Arising
  - a) 23/0876 (b) Updated Burial Ground Forms
  - b) 23/0879(c) Groundskeeping contract
  - c) 23/0881 (a) Nottingham Road Play Area lease
- 6) Risk Management
  - a) Village Hall complex 5-year building inspection reports
  - b) Updated asset register
  - c) Updated insurance schedule
  - d) Peace Garden
- 7) Accounts
  - a) Q1 Accounts
  - b) Earmarked Reserves
- 8) Expenditure/Provisions for Approval
  - a) Play area replacement table
  - b) Expenditure on Nature Reserve
  - c) Keyworth Guide
  - d) Defibrillator training
- 9) Concessions on Hire Fees
  - a) Children's Centre use of Rectory Field
  - b) Inner Wheel discount request
  - c) Regular and one-off concessions
- 10) Grants / Budgets
  - a) Facilities 5-year plan budget
  - b) Room Hire rates
  - c) Burial Ground rates
  - d) Skatepark weed clearance

- e) KELSU grant request
- f) Skateboard GB grant request
- 11) Banking Arrangements
  - a) Bank signatories
- 12) Audit
  - a) External Audit
  - b) Internal audit plan for approval
- 13) Agenda Items (if not covered elsewhere)
  - a) Accountancy
  - b) Skatepark opening event
  - c) Bleed kit donation
- 14) Correspondence (if not covered elsewhere)
- 15) Staffing Matters
  - a) NALC bulletin June 2022
  - b) NALC bulletin July 2022