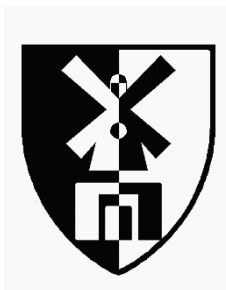


**KEYWORTH PARISH COUNCIL**

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 17<sup>th</sup> October 2022**

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

E Tillyard

*Emma Tillyard*

Responsible Finance Officer

6<sup>th</sup> October 2022

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**AGENDA**

- 1) Apologies
- 2) Declarations of Interest
- 3) Minutes
- 4) Matters Arising
  - a) Nottm Road Play Area
  - b) Earmarked Reserves
- 5) Grants / Budgets
  - a) Proposed grants
  - b) Payroll budget
  - c) Supplementary budgets
- 6) Banking Arrangements
  - a) Third bank account
  - b) Credit Card
  - c) Bank signatories
- 7) Risk Management
  - a) Burial Ground Regulations annual review
  - b) Hire Conditions annual review
  - c) ROSPA reports
  - d) Insurance
  - e) Records Retention Policy
- 8) Agenda Items (if not covered elsewhere)
  - a) Hirer damage deposit
  - b) Burial Ground request
  - c) Solar Panels Proposal
- 9) Accounts
  - a) Management Accounts

- 10) Expenditure/Provisions for Approval
  - a) Banners for music day
  - b) Keyworth Twinning Gift
  - c) Tour of Britain Village Decorations
  - d) Play Area Swings and Chains
  - e) Burial Ground plans - Adobe illustrator
  - f) Village Hall chairs
  - g) Bariatric chairs
  - h) Peace Garden additional expenditure
  - i) Banner for Festivities Day
  - j) Winter planting / hanging baskets
- 11) Concessions on Hire Fees
  - a) Keyworth & District Probus Club
  - b) Branch & Bloom Gardening
  - c) Mini Athletics
  - d) Regular and one-off concessions
- 12) Correspondence (if not covered elsewhere)
- 13) Staffing Matters
  - a) Council News August 2022
  - b) Council News September 2022