



MELTON PARISH COUNCIL

FRM(22)A02

FINANCE, EMPLOYMENT AND RISK MANAGEMENT COMMITTEE

To Members of Melton Parish Council Finance, Employment and Risk Management Committee:

Dear Councillor,

You are summoned to attend the Ordinary Meeting of Melton Parish Council Finance, Employment and Risk Management (FERM) Committee to be held on **Wednesday 13th April 2022, commencing at 19:00, at the Melton Parish Council offices, 17 Riduna Park, Station Road, Melton, IP12 1QT.**

Clerk and Executive Officer to the Council
7th April 2022

“The Committee shall consider the environmental impacts of all the decisions which it makes in accordance with these terms of reference.”

Agenda - Part One – Open to the Public

Item No	Item to be discussed
22.12	To receive apologies for absence
22.13	Declarations of Interest
22.13.01	To receive Amendments to the Register
22.13.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda
22.13.03	To receive Declarations of Non-Pecuniary Interest in Respect of Items on the Agenda
22.13.04	To consider Full / Partial Dispensations for Pecuniary Interests Declared
22.14	Public Participation Session
The opportunity for members of the public to ask questions of their Councillors about matters within the remit of FERM Committee.	
22.15	To approve the Minutes of the Previous Meeting
Meeting held on 9 th February 2022 (FRM(22)M01 and FRM(22)M01 CONFIDENTIAL previously distributed).	

- 22.16 To consider Financial and Internal Control matters**
- 22.16.01 To consider the Management Accounts for the period 1 April 2021 to 31 March 2022**
Papers FRM(22)16.01 and FRM(22)16.01a-k
- 22.16.02 To review the budget for 2022/23**
Papers FRM(22)16.02 and FRM(22)16.02a
- 22.16.03 New Finance software system**
Clerk to report
- 22.16.04 Internal and External Audit arrangement for 2022/23**
Clerk to report
- 22.16.05 Bank Accounts**
To consider closing the Barclays accounts and opening a Lloyds savings account and to approve adding the Asst Clerk to the accounts. Paper FRM(22)16.05. Clerk to report
- 22.16.06 District CIL**
To receive an update on the letter sent to ESC's CEO regarding District CIL spend in the parish. Papers FRM(22)16.06a and FRM(22)16.06b. Clerk/Cllr Banks to report
- 22.16.07 General and Earmarked Reserves**
Paper FRM(22)16.07 Cllr Banks to report
- 22.16.08 Standing Orders and Financial Regs (referral from Full Council)**
To consider review of Standing Orders and Financial Regs in relation to Procurement changes received from NALC. Clerk to report
<https://melton-suffolk-pc.gov.uk/documents/financial-regulations/>
<https://melton-suffolk-pc.gov.uk/documents/standing-orders/>
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- 22.17 To review risk management issues**
- 22.17.01 Risk Register**
<https://melton-suffolk-pc.gov.uk/documents-base/risk-register/>
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- 22.18 To consider employment matters**
- 22.18.01 Staffing report and request from Maintenance Officer**
Clerk to report
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- 22.19 To consider governance matters**
- 22.19.01** Report of decisions made by Clerk / Assistant Clerk under the Openness of Local Government Bodies Regulations 2014
Paper FRM(22)19.01 Clerk to report
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- 22.20 1st Floor Lease**
Clerk to report
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- 22.21 Finance Committee Chair's urgent business**
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- 22.22 Date of next meeting**
The next meeting will take place on Wednesday 20th July 2022, commencing at 19:00 at 17 Riduna Park, Station Road, Melton IP12 1QT

Please note that meetings may be filmed, photographed, recorded or reported about.