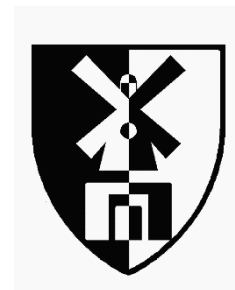


**KEYWORTH PARISH COUNCIL**

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



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 via a virtual meeting on **Monday 7<sup>th</sup> September 2020**. This meeting will take place via a Microsoft Teams videoconference. Please click on the link below, where you will be admitted to a virtual waiting room, and then to the meeting itself.

[Link to 7 September 2020 Finance & Risk Meeting](#)

Anyone who is unable to join via video link can dial in on the number below and enter the conference ID when prompted. This is a chargeable service at your own cost.

To phone into the meeting, telephone: **0115 678 1258** and when prompted, enter the **Conference ID: 558 194 995#**

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

Clerk to the Council

28 August 2020

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**AGENDA**

- 1 Apologies
- 2 Declarations of Interest
- 3 Minutes
- 4 Matters Arising
  - a. Leases
  - b. Data Protection
  - c. Telephone equipment (& broadband and wifi)
  - d. Account with a third bank
  - e. Request to use Rectory Field for personal training
  - f. Request from Bridge Club
  - g. Activity Park Shelter Bench
  - h. Website accessibility requirements
- 5 Audit
  - a. External
  - b. Internal
- 6 Accounts:
  - a. Bank statements Month 4
  - b. Management Accounts Month 4
- 7 Concessions on Hire Fees
  - a. Regular concessions on hire fees
  - b. Request to use Village Hall for Green Festival

- 8 Expenditure/Provisions for Approval
  - a. Litter pick costs
  - b. Quote for repairs to play equipment
  - c. IT and telephony upgrade costs
  - d. Burial ground drainage
- 9 Agenda Items
  - a. Review hire of Rectory Field for personal training
  - b. Review hire of Rectory Field for personal training& ratification of delegated decision
  - c. Table Tennis Club sub-let ratification of delegated decision and update
  - d. Positive Futures ratification of delegated decision to allow use of village hall FOC
  - e. Request to hold Yoga sessions on Rectory Field
  - f. Burial Ground Drainage Issue
  - g. Resolution: To resolve to amend Burial Ground Regulation 8.9
  - h. Peace Garden Approximate Costs
  - i. Skate Park Proposals
- 10 Legal Matters
  - a. Nottingham Road Play Area Lease
- 11 Budgets / Grants 2021/22
  - a. Grant request
  - b. Grant application form
- 12 Risk Management
  - a. Risk Assessment Review – Activity Park Risk Assessment
  - b. Coronavirus updated Risk Assessment
  - c. Other Risk Management Issues
- 13 Staffing matters
- 14 Correspondence