

## **Supporting Paperwork for Brede Parish Council meeting 26<sup>th</sup> April 2022**

### **Item 9c**

Virements Council need to approve the virements made by the RFO at the year end.  
£450 from training reserves to general reserves, to cover training costs in 2021-22  
£750 from environment reserves to general reserves to cover extra grass cutting costs in 2021-22  
£3455 from general reserves to the main account until the VAT reclaim is paid. This then to be returned to the reserves.

### **Item 12**

Black Cat Recording Devices. Item postponed from last meeting. To decide on site or delay again.

### **Item 13**

Three quotes from insurers circulated plus a summary of cover and costs. Further information available if requested. (policy schedules etc)

### **Item 14**

.go.uk emails and office 365. There will be a short presentation at 7.15 before the meeting starts.  
.gov.uk emails conform to data protection requirements and remain in the control of the clerk should a councillor leave. Office 365 will give the clerk access to publisher which is currently used for the newsletter, but the Clerks computer does not have this. (uses own computer to edit newsletter). It will also allow for monthly remote backups, should there be a problem with the computer.

### **Item 15**

New cover for the parish newsletter. A suggested format has been circulated, colour and black and white. It is suggested that a glossy paper be used and a different photograph from around the parish each month. Samples of an equivalent newsletter will be available at the meeting.

### **Item 16**

Anti Poverty consultation response. An email with the link has been circulated. Council needs to consider its response.

### **Item 17**

Shield Awards. Nominations circulated. Closing date is not until 30<sup>th</sup> April, so Councillors to discuss nominations and approve delegation to clerk/chair for final decision and engraving of awards.

### **Item 18**

Meeting dates for 2022-23. A possible move to the last Wednesday of the month has been suggested. The clerk also has concerns when the last day of the month is the meeting date (for finance reasons), possible change to 4<sup>th</sup> Tuesday/Wednesday of the month, (however not to adopt this until later in the year). To confirm meeting dates for the next full year.