



You are hereby summoned to attend the meeting of Personnel and Finance Committee which will be held on Tuesday 1 October 2024 commencing at 7:00pm at the Arts & Heritage Centre.

The business to be dealt with at the meeting is listed in the agenda.

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item, and members of the Public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council.

This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Michelle Moss
Clerk to the Council
24/09/2024

AGENDA

1. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s)
2. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1)
3. Public Participation (10 minutes max). Individual members of the public are permitted to address the council for up to 5 minutes each
4. To review and approve the draft minutes from 01/08/2024 meeting
5. To review the projected spend against budget forecast
6. Consider the budget forecast/review and make recommendations to full council to move unspent funds to reserves
7. Start looking at the budget provision for 25/26
8. To consider the office requirements for supporting the new Deputy Clerk
9. To ensure the councils procedures for preventing sexual harassment in the workplace are fit for purpose considering the new legislation (s40A Equality Act 2010)
10. To consider the councils responsibility for health and safety and agree a plan of action
11. To resolve to go into closed session due to the personal and sensitive information to be discussed - DPA 2018 and UK GDPR
12. To consider the clerks request to amend current employment contract to reflect the industry standard for holiday entitlement
13. To consider the clerks request for a salary review
14. To consider and approve the draft contract of employment for the Deputy Clerk
15. To consider whether to progress a vexatious complainant with regard the further complaint and FOI request about the sports field