



You are hereby summoned to attend the meeting of Personnel and Finance Committee which will be held on Tuesday 28 April 2026 commencing at 7.00 at the Caistor Town Hall.

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
21/04/2026

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 28th October 2025 meeting
5. To review and approve the draft minutes from the inquorate meeting of 16th December 2025
6. **Finance**
 - a. To review the projected spend against budget forecast - No data currently
 - b. To review the Investment strategy including to consider the impact of the FSCA compensation increase to £120k and agree action
 - c. To review the latest version of the asset register and make any recommendations for consideration by Full Council
7. **Policy** - to review the following policies and make recommendations for consideration by full council
 - a. Policy review - Risk register
 - b. Policy review - CTC standing orders
 - c. Policy review - CTC financial regulations
 - d. Policy review - Non-payment policy
 - e. Policy review - Terms of Reference - Personnel and Finance Committee
8. To resolve to exclude press and public, in accordance with the Public Bodies (Admission to Meetings) Act 1960, for the remainder of the meeting due to the confidential nature of the items
9. To receive the employment law update from PAS Ltd and consider any action
10. Review expenses and allowances policy and consider better alignment with the Green Book - HMRC approved payment guidance
11. To receive the annual review for the Estates Operative
12. To consider the annual salary review for staff
13. Review Vexatious complainant list and agree any action