



Notice of the next Council Meeting

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS

(Public Bodies (Admission to Meetings) Act 1960)

Dear Committee Members,

You are hereby summoned to attend the following meeting:

Meeting of... Finance and Policy Executive Committee
Time... 15:00hrs
Date... Monday 15 February 2021
Place... [Virtual Meeting using Zoom](#) Meeting ID: 858 6943 0358 Passcode: 371772 or Phone: +44 203 901 7895

Councillors will be discussing all the items listed overleaf on the Agenda.

Yours faithfully

David Mears

David Mears CertHE PSLCC

Town Clerk

10 February 2021

15.00 (Prior to the start of the meeting)

Questions and comments from members of the public

Public Attendance: If the public wish to make a comment or ask the committee a question, these must be emailed to the Town Clerk at least 24 hours in advance.

N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)



A G E N D A

FEC2021/01 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))

FEC2021/02 Declarations of interests - Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

FEC2021/03 To approve and sign as a correct record the minutes of the Finance Committee Meeting held on Thursday 10 December 2020 (LGA 1972 sch 12, para 41(1))

FEC2021/04 Financial Year 2020/21 – to receive the Year to Date budget as of 10 February 2021 and to receive provisional financial projections for the remainder of the financial year.

FEC2021/05 Accounts for Payment – to note the income and expenditure for January 2021.

FEC2021/06 To resolve to exclude members of the press and public - To agree that agenda item FEC2021/07 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960

FEC2021/07 Staffing

- a) *To receive a general staff update and update on staff annual leave balances*
- b) *To approve payment of TOIL for a member of staff*
- c) *To give authority to the Town Clerk to move one member of staff up one increment (subject to satisfactory appraisal)*
- d) *To give authority to the Staffing Sub-Committee to move one member of staff up one increment (subject to satisfactory appraisal)*

Committee members: Councillors Smedley (Committee Chair), Burrows, Cordiner, Gibson, Leavy, Lerry, Pearce, and Redman.