

Tidenham Parish Council

To: Members of the Public & Press

28th February 2019

You are invited to attend a meeting of the Finance & Probity Committee of the Parish Council that has been arranged for **Wednesday 6th March 2019 at 19.00hrs** in the War Memorial Hall, Coleford Road, Tutshill, for the transaction of business according to the enclosed agenda.

Yours faithfully

Carol Hinton

Mrs C Hinton

Clerk to the Parish Council

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Note: Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business. Members of the public can ask questions or make representation during item 4 but the committee cannot make a decision on any matter which is not specified on the agenda.

AGENDA

1. ATTENDANCE

- a) **To receive** apologies for absence from those councillors unable to attend.
- b) **To consider for acceptance** those apologies received with reasons for absence.

2. DECLARATIONS OF INTEREST

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.

Interests may be declared at any time during the meeting should they become apparent.

3. MINUTES OF PREVIOUS MEETING

- a) **To consider for approval** as a correct record the minutes of the meeting held on 5th December 2018.
- b) **To consider any questions** arising from those minutes.

4. PUBLIC CONSULTATION ***

To receive and consider any questions from the Public, which may be answered but not debated.

5. PARISH CLERK'S REPORT *(please contact the Clerk if copy required)*

To receive and consider the Parish Clerk's Report. All items requiring the Committee to make a decision are specified separately on this agenda.

6. ACCOUNTS

- a) **To approve the Accuracy of the Receipts and Payments entries to 20th February 2019** – checked by Mrs Bollen prior to meeting
- b) **To receive and note** Budget Monitoring Sheet 2018/2019
- c) **To note** entries in Receipts and Payments spreadsheet have been checked by Cllr Bollen prior to meeting.

7. QUARTERLY FINANCIAL CHECKS

To undertake Quarterly Financial Checks

8. GRANT APPLICATIONS

To consider the Following Grant Applications

None Received

9. STAFFING SUB COMMITTEE

- a) **To consider** establishment of Staffing Sub Committee
- b) **To consider** appointment of Committee members to Staffing Sub Committee
- c) **To consider** Terms of Reference for Staffing Sub Committee
- d) **To consider** adoption of Staff Appraisal Policy
- e) **To consider** signing of letter of amendment to Clerk's Employment Contract

10. FUTURE MEETINGS

To note the date of the next meeting – 5th June 2019

***** Allows a period not exceeding fifteen minutes for members of the public to make statements and ask questions of the Committee**

This item does not preclude Suspension of Standing Orders by the Committee to allow participation on Items on the Agenda

- i) **Each person will be required to state his or her name and address**
- ii) **Each person will be allowed no more than three minutes plus a brief follow-up to any answers given by the Committee**
- iii) **Questions may be answered but not debated by the Committee**
- iv) **Any issues that the Committee considers require consideration should be referred to the next meeting of the Committee or deferred to the next Full Council Meeting**