



Members of the Finance and Staffing Committee of Loughton and Great Holm Parish Council: You are hereby **summoned to attend** a meeting to be held **at 6.30pm on Monday 3rd October 2022**, at the Community Centre in Great Holm, MK8 9AY

*P Milford*

Paula Milford, Clerk to the Parish Council

### **Agenda**

**FSC28/22 Apologies:** To receive apologies from members unable to attend the meeting

**FSC29/22 Declarations of interest:** Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

**FSC30/22 Public participation:** For any resident of the parish to raise any issue, petition, question, or concern (10 minutes or by consent of the chair).

**FSC31/22 Minutes of previous meeting held on Monday 14<sup>th</sup> February 2022:** To approve the minutes as an accurate record of the proceedings of that meeting.

#### **Finance Matters**

**FSC32/22: Great Holm Pre School Rent:** To discuss the level of rent payable from April 2023.

**FSC33/22 Greenhill Close Allotment rents:** To discuss the level of rent payable from October 2022.

**FSC34/22 Current Audit Update:** The Clerk to report on the current audit position from PKF Littlejohn.

**FSC35/22 Year-To-Date Finance Report:** To note report from the Clerk which details Parish Finances for current year, noting actual income and expenditure against budget.

**FSC36/22 Exclusion of the public - in view of the confidential nature of the business about to be transacted, public to be temporarily excluded, at the request of the Chair of the Committee**

**FSC37/22 Draft Budget for 2023 – 2024:** To discuss the first draft of next years budget.

#### **Staffing Matters**

**FSC38/22 Staff Updates:** Verbal Report to be provided by the Clerk / RFO

- a) Caretaker
- b) Waste Removal Officer
- c) Parish Clerk / RFO

**FSC39/22 Waste Removal Officer Contract:** To discuss whether we need to increase the weekly hours for the waste removal officer.

**FSC40/22 Agenda items for next meeting:** Councillors to inform the Clerk in writing and within the required timeframe of any items requested to be placed on the agenda.

**Date and time of Next Meeting:** Monday 5<sup>th</sup> December 2022