



To all 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 7.30pm on Monday 8 June 2020.**

Location: the meeting will be held remotely, via zoom:
Please contact the Clerk to receive an invitation to join the meeting on:
parish.clerk@loughtonandgreatholm-pc.gov.uk

A handwritten signature in black ink, appearing to read 'Philip Compton'.

Philip Compton, Clerk to the Parish Council

Agenda

FSC1/20 Apologies:

To receive and accept apologies from members unable to attend the meeting

FSC2/20 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FSC3/20 Election of Chair for the Parish Year of 2020-2021: The Committee to elect a Chair

FSC4/20 Minutes of previous meeting held on Monday 27 April 2020:

To approve as an accurate record minutes of the meeting (see documents, p1-2)

Staffing Matters

FSC5/20 Exclusion of the public - in view of the confidential nature of the business about to be transacted, it is advisable that the public be temporarily excluded, to be instructed to withdraw by the Chair of the Committee.

FSC6/20 Staff updates: Verbal report provided by Clerk/RFO

- a) Premises assistant
- b) Cleaner/caretaker
- c) Parish Clerk/RFO

Finance Issues

FSC7/20 Pavilion: Councillors to consider Pavilion hot water feedback as provided by electricians (see papers, p3-4)

FSC8/20 Finance Reports: To consider and approve the income and expenditure report for the year to date, as compiled by the RFO (see papers attached, p5-7).

FSC9/20 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 14 September 2020, at 7:30pm