



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 9 November 2020**.

Location: the meeting will be held remotely, via zoom technology

Please contact the Clerk to receive an invitation to join the meeting on:

parish.clerk@loughtonandgreatholm-pc.gov.uk

Philip Compton, Clerk to the Parish Council

Agenda

FSC21/20 Apologies:

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

FSC22/20 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FSC23/20 Minutes of previous meeting held on Monday 14 September 2020:

To approve as an accurate record minutes of the meeting (see documents)

Finance Issues

FSC24/20 Pavilion Water: Councillors to note forthcoming Pavilion work as provided by water testing report (paper attached)

FSC25/20 Allotments Project feasibility design costings: To consider the two quotes for feasibility and planning of new allotment site (papers attached)

FSC26/20 Finance Reports: To consider and approve the income and expenditure report (attached)

FSC27/20 budgetary initial discussion: to consider forecast expenditure for the current year and consider preliminary budgetary requirements for forthcoming year (2020-2021)

Staffing Matters

FSC28/20 CiLCA completion and SCP move: to note Clerk's completion of CiLCA and linked move up NJC (National Joint Council) spinal column by one point, effective 01 December 2020.

FSC29/20 Clerk's Annual Appraisal: Committee to delegate Councillors to do this.

FSC30/20 Exclusion of the public - in view of the confidential nature of the business about to be transacted, public to be temporarily excluded, at request of the Chair of the Committee.

FSC31/20 Staff updates: Verbal report provided by Clerk/RFO

FSC32/20 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 December 2020, at 7:30pm