



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 12 April 2021.**

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](mailto:parish.clerk@loughtonandgreatholm-pc.gov.uk)

Philip Compton, Clerk to the Parish Council

### **Agenda**

**FSC45/21 Apologies:** To receive apologies from members unable to attend the meeting

**FSC46/21 Declarations of interest:** Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

**FSC47/21 Minutes of previous meeting held on Monday 14 December 2020:** To approve as an accurate record minutes of the meeting.

### **Finance Issues**

**FSC48/21 PKF Littlejohn external auditors intermediate rather than basic review:** To note that the Parish Council has been selected for intermediate review, rather than basic review for the 2020/21 reporting year as part of their required 5% sample.

**FSC49/21 Finance Reports:** To consider and approve the income and expenditure report for the last financial year, and to note the three year working document which shows actual versus budget and highlights significant variances to budget.

### **Staffing Matters**

**FSC50/21 Pay scales for 2021/22:** To note the National Joint Council for Government Services pay scales for all staff for 2021/22, that will be backdated to 1 April 2021.

**FSC51/21 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.

**FSC52/21 Staff updates:** Verbal report provided by Clerk/RFO

**FSC53/20 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 June 2021 at 6:30pm