



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 13 September 2021**, at the Community Centre in Great Holm, MK8 9AY

Philip Compton, Clerk to the Parish Council

Agenda

FSC01/21 Apologies: To receive apologies from members unable to attend the meeting

FSC02/21 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FSC03/21 Minutes of previous meeting held on Monday 12 April 2021: To approve the minutes as an accurate record of the proceedings of that meeting.

FSC04/21 Election of Chair: To elect a Chair of the Committee for one year, until the first meeting after the Annual Parish Meeting in May 2022.

Finance Matters

FSC05/21 PKF Littlejohn external audit for 2020/2021 year: To note report and recommendations.

FSC06/21 Finance Reports and preliminary budget discussion: To consider and approve the income and expenditure report for the year to date, and to begin budget discussion and projects for the next financial year.

Staffing Matters

FSC07/21 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.

FSC08/21 Staff: To discuss waste removal officer role, to delegate members for Clerk's annual appraisal and note other verbal update by the Clerk.

FSC09/20 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 08 November 2021 at 6:30pm