Minutes of the Meeting of Loughton & Great Holm Parish Council Finance and Staffing Committee held at 6.30pm on Monday 13 September 2021 at the Community Centre in Great Holm MK8 9AY

Councillors present: Altieri-Douglas (in the Chair), Bailey, Howe and Nayee.
Staff present: Philip Compton (Parish Clerk)
Members of the public present: 0

FSC01/20 Apologies: No apologies for absence were received, Cllr Howe arrived at 7:15pm.

FSC02/20 Declarations of interest: None were declared.

FSC03/21 Minutes of previous meeting held on Monday 12 April 2021: Minutes of the meeting were approved as an accurate record and would be signed by the Chair after the meeting.

FSC04/21 Election of Chair: Cllr Altieri-Douglas was proposed and seconded and agreed to act as Chair until the first meeting after the May 2022 Annual Parish Meeting.

Finance Matters

FSC05/21 PKF Littlejohn external audit for 2020/2021 year: The report was noted.

FSC06/21 Finance Reports and preliminary budget discussion: The income and expenditure report for the year to date was approved, and budget discussion for projects for the next financial year initiated. It was agreed to include the Parish Council's anticipated funding contribution for solar panels, in the event the funding application was successful.

Staffing Matters

FSC07/21 Exclusion of the public: There were no members of the public present

FSC08/21 Staff updates: It was agreed to recommend to Full Council that the waste removal officer be made into a permanent contract. Cllrs Altieri-Douglas, Bailey and Nayee were delegated to perform the Clerk's annual appraisal, before the November Finance and Staffing Committee.

FSC09/21 Agenda items for next meeting: Councillors were reminded to inform the Clerk in writing and within the required timeframe of any items to be requested to be placed on the agenda.

Date and time of Next Meeting: Monday 08 November 2021, at 6:30pm at the Community Centre in Great Holm.

The meeting was declared closed at 7:35pm.