



To: All members of the **Finance & Staffing Committee**

**Councillors Sandra Boland (Chair), John Howe (Vice-Chair)**, Peter Ballantyne, Andy Dransfield, Peter Todd

(Copies to other Councillors for information)  
Members of the public are welcome to attend

### **NOTICE OF MEETING**

You are hereby requested to attend a meeting of the **Finance & Staffing Committee** to be held on **Monday 11<sup>th</sup> September 2017** commencing at **7:30pm** at Holmwood School, Kensington Drive, Great Holm, Milton Keynes.

*B. Barton*

Brian Barton  
Parish Clerk

### **AGENDA**

#### **FS 15/17 Apologies:**

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

#### **FS 16/17 Declarations of Interest:**

Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting.

#### **FS 17/17 Minutes of the previous meeting:**

To receive and approve as a correct record the minutes of the meetings held on:

- Monday 26<sup>th</sup> June 2017  
(Attached)

#### **FS 18/17 Matters arising from the previous minutes not on the agenda**

#### **FS 19/17 Questions from the public:**

To allow questions from members of the public (twenty (20) minutes in total), up to five (5) minutes each in total

**FS 20/17 To Review the temporary cover for the Parish Clerk / Responsible Financial Officer role following the resignation of Brian Barton**

**FS 21/17 To agree the record keeping system and payments to the temporary and locum cover for the Parish Clerk / Responsible Financial Officer role**

**FS 22/17 To agree the shortlisting criteria for applicants to the role of the Parish Clerk / Responsible Financial Officer**

**FS 23/17 To agree the contract and the monitoring of the new Parish Clerk / Responsible Financial Officer**

**Date of next meeting:**

Monday 11th December, 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes

**Committee Members receive all documentation. Background papers are available to all Councillors on request.**