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 25ᵗʰ 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 26ᵗʰ 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

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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.