



Notice of Meeting

Members of the public and press are invited to attend a meeting of Loughton & Great Holm Parish Council Finance and Staffing committee to be held at **7.45pm** on Thursday 06/12/18 at the Community Centre, Kensington Drive, Great Holm MK8 9AY

Following the public participation in the meeting, members of the public may not participate further in the evening discussion (except by permission of the chair) other than to bear witness.

Bev Field
Clerk to the Parish Council

Agenda

FSC30/18 Apologies:

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

FSC31/18 Minutes of previous meetings:

To approve as an accurate record the minutes of the meeting held on 10/09/18

FSC32/18 Matters arising - from the previous minutes that are not on the agenda

FSC33/18 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FSC34/18 Public participation:

For any resident of the parish to raise any issue, petition, question or concern (10 minutes or by consent of the chair)

Finance

FSC35/18 Finance report: To note the finance report

FSC36/18 Business Plan: To review the 2018/19 Business Plan and consider a proposal to full Council for the 2019/2020 business plan.

FSC37/18 Budget: To review the precept and budget for 2018/19 and make a recommendation to the full Council for the 2019/2020 budget

FSC38/18 Scale of Fees for Great Holm Community Centre (GHCC) - To consider the scale of fees for the GHCC and set new rates to start from 01/04/2019.

FSC39/18 Accounting: To agree the cost of services for the 2018/19 accounts, software and support as follows:

- a) RBS Rialtas Alpha software support and maintenance at £121.00 per year (was £119.00 for 2018/19)
- b) RBS Year-end closedown and annual return preparation at £540.00+VAT plus mileage at £0.45 per mile (was £515.00 in May 2018)
- c) Auditing Solutions internal audit for 2018/19 at £430.00+VAT (was £420+VAT for 2017/18)

FSC40/18 Insurance: To consider the quotes for insurance

FSC41/18 Deposits for Hall Hire: To consider the methods of managing deposits for single and occasional hall hire at the Great Holm Community Centre that conform to the Financial Regulations and make a recommendation to the full Council

FSC42/18 Exclusion of the public - in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw.

Staffing Issues

Date and time of Next Meeting: 7.30pm Monday 11/03/19 at the Memorial Hall, Bradwell Rd, Loughton MK5 6JE