



Notice of Meeting

To all members of Loughton & Great Holm Parish Council Finance and Staffing committee:

You are hereby summoned to attend a meeting of Loughton & Great Holm Parish Council Finance and Staffing Committee to be held at 7.30pm on Monday 11/03/19 at the Memorial Hall, Bradwell Rd, Loughton MK5 6JE

A handwritten signature in black ink, appearing to read 'Bev Field'.

Bev Field
Clerk to the Parish Council

Members of the public and press are welcome to attend

Agenda

FSC46/19 Apologies:

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

FSC47/19 Minutes of previous meetings:

To approve as an accurate record the minutes of the meeting held on 06/12/18 (attached)

FSC48/19 Matters arising - from the previous minutes that are not on the agenda

FSC49/19 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FSC50/19 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

FSC51/19 Finance report: To note the finance report (attached)

FSC52/19 Electronic payments update

FSC53/19 End of Year work: To note that the end of year work is booked with RBS for 18/04/19

FSC54/19 Pavilion: to review the refurbishment, bookings and lease for the Pavilion, Loughton (requested by Councillor Boland)

FSC55/19 Great Holm Community Centre: To review the bookings for the Great Holm Community Centre (requested by Councillor Boland)

Staffing

FSC56/19 Disciplinary and Grievance Policy: to approve and adopt the draft Disciplinary and Grievance policy (attached)

FSC57/19 Training and Development Policy: To approve and adopt the draft Training and Development Policy (attached)

FSC58/19 Sickness and Absence Policy: To approve and adopt the draft Sickness and Absence policy (to follow)

FSC59/19 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: To be arranged at the Annual Council.