



## **NOTICE OF MEETING FINANCE & STAFFING COMMITTEE**

The Finance and Staffing Committee will meet  
on **Thursday 8<sup>th</sup> February 2018 at 7:30pm**  
at Catshill Village Hall, Golden Cross Lane, Catshill B61 0JZ

Committee members are required to attend

The meeting is open to the public and the press, who are welcome to attend and raise questions or comment on agenda items during Public Question Time

### **AGENDA**

- 1. Apologies for absence**
- 2. Declarations of Interest (Members' Code of Conduct)**

Committee members are expected to declare the interest if an agenda item relates to their entry on the Members' Register of Interests, and to declare any Other Disclosable Interests if pertinent to items on this agenda. In the event of a Disclosable Interest members are required to leave the meeting during discussion of that item unless granted dispensation to do otherwise. Members are requested to note the need to keep the register for the Declaration of Interests up to date.
- 3. To consider members' written requests for dispensation** - such requests must be submitted in writing before the start of the meeting.
- 4. Adjournment of meeting for Public Question Time**

Members of the public are invited to speak on any agenda item. Time allowed up to 5 mins
- 5. The meeting will re-open to consider the business listed below;** at any point in the meeting the committee may resolve to exclude the public on the grounds that the business to be transacted may relate to confidential matters which the council is obliged to consider privately as an employer or as a Data Controller.
- 6. To reconvene to consider approval of minutes of meeting held 12/10/17 and discuss any matters arising**
- 7. Clerks report, to include:**
  - 7.1 General Data Protection Regulations and Data Protection Officers**
  - 7.2 Co-op Savings Transfer**
  - 7.3 Local Community Advisory Service from Zurich**
  - 7.4 Lengthsman Scheme update**
  - 7.5 Internal Accounts Scrutiny**
  - 7.6 VAT Claim**
- 8. To review the following policies and documents (documents circulated):**
  - 8.1 Financial Regulations**
  - 8.2 Financial Controls**
  - 8.3 Complaints Procedure**
  - 8.4 Standing Orders**
  - 8.5 Freedom of Information – Publication Scheme**
  - 8.6 Employee Appraisal Policy**

**Items carried forward:** Research regarding Corporate Strategy: Community Engagement document;  
Document Retention Policy

9. **To note the finalised Precept amount in relation to Band D households**
10. **To agree the expenditure for this year's Events, to include Bonfire, Catshill in Bloom, Christmas Events and WW1 celebrations**
11. **To review the Lengthsman Contract ahead of renewal in April**
12. **To consider the possibility of paying for the hire of the Village Hall Committee Room for a Parish Led initiative to assist residents in computer and internet literacy.**
13. **To consider the donation of £1500 to the Village Hall Committee to provide a storage facility onsite, with lighting, for the Parish Council (As per Local Government Act 1972, s.133)**

Rebekah Powell  
Clerk to the Council, 31/01/18

Committee Members: Cllrs P Baker (Chair), T Gillespie (Vice-Chair) J Bate,  
B McEldowney, M Shepheard, O Sweeting  
Catshill Village Hall, Golden Cross Lane, Catshill, BROMSGROVE B61 0JZ  
tel: 01527 873266 / 07813 671899 | e-mail: [clerk@catshillandnorthmarlbrook-pc.gov.uk](mailto:clerk@catshillandnorthmarlbrook-pc.gov.uk)