



NOTICE OF MEETING FINANCE & STAFFING COMMITTEE

The Finance and Staffing Committee will meet
on **Thursday 15th November 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 19/07/18 and discuss any matters arising**
7. **To note items carried forward as: Data Breach Policy, Further GDPR actions, Confidentiality agreement in relation to website**
8. **To review the following policies and documents (document circulated):**
 - 8.1 Balances and Reserves Policy
 - 8.2 Training policy
 - 8.3 Sickness and Absence policy
 - 8.4 Disciplinary policy
9. **To begin the budget process for 2019/20 – draft document to be circulated**
10. **To agree the advert for the Parish Council Lengthsman to be published in January 2019**
11. **To appoint volunteers to meet and discuss more indepth risk assessments for the Council**

Rebekah Powell
Clerk to the Council, 09/11/18

Committee Members: Cllrs P Baker (Chair), T Gillespie (Vice-Chair) J Bate,
B McEldowney, M Shephard, O Sweeting
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