



THAXTED PARISH COUNCIL

Community Information Centre
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Dunmow, Essex, CM6 2LD
tel: 01371 831952.
email: clerk@thaxted.co.uk.
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Councillors are summoned to attend a meeting of the **FINANCE & ESTABLISHMENT COMMITTEE** to be held
in the Guildhall on the **20th October 2022 at 8.15 pm**

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

A G E N D A

Committee Membership:

Chairman: Cllr Frostick

Vice Chairman: Cllr R Williams

Members

Cllr. A. Howells

Cllr. J. Perkins

Cllr N Weakley

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports, background papers and minutes can be viewed on the Council's website www.thaxted.co.uk.

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting, but it may be useful if you notify your intention to speak either in advance of, or at the meeting by emailing: clerk@thaxted.co.uk. If you wish to register at the meeting, please indicate your desire to speak at the allocated Public Speaking Time clearly by raising your hand. Your assistance is greatly appreciated in this coordinated approach.

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DISCLOSURE OF INTERESTS

To receive disclosures of pecuniary and non-pecuniary interests in items on the agenda

3. PUBLIC SPEAKING TIME

For the public or press to ask questions of the Council **on matters relating to the agenda.**

4. MINUTES

To **APPROVE** and sign as a correct record of proceedings the minutes of the meeting of 9th August 2022.

5. FINANCE

- a. To **CONSIDER** and **APPROVE** the office laptop hosting the scribe package
- b. To **CONSIDER** and **APPROVE** the relocation of the office laptop for accounting purposes

7 GRANTS 2020 - 21 (Circulated to Committee Members only)

To consider grant application received from:

- a) Thaxted Community First responders for £350
- b) Scouts Grant for reduced Hire Charges

8 DATE OF NEXT MEETING

The next meeting will be on TBA.

To resolve that under the Public Bodies (Administration to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the Public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government act 1972.

9 STAFF MATTERS

- I. To **CONSIDER** the Clerks response to the letter received in relation to the rejected Flexible working request
- II. To **CONSIDER** the proposed draft job role for recommendation and advertising.
- III To authorise members of the appointments panel



Parish Clerk
Dena Oxley
13th October 2022