

Littleton & Harestock Parish Council

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Dear Councillors,

You are summoned to attend the next meeting of the Finance and Resources Committee Meeting, which will be held on Monday 4th March in the Sports Pavilion at 10.00 am.

Signed: Lisa Fielding – 28th February 2020

AGENDA

- 1 Apologies: To receive apologies and approve reasons for absence
- 2 Disclosure of Interest: To receive any disclosures of interest from Members in matters to be discussed.
- 3 Minutes of the meeting held on 20th November 2019
 - a. To approve and sign the minutes
 - b. Matters arising - To deal with any matters arising not on the agenda
- 4 Public Participation
- 5 Employees
 - a. To consider plans for Staff Appraisals
 - b. To consider proposals for Staff Pay Rises
- 6 Legal Matters / Health and Safety
- 7 Bank Reconciliation
- 8 Current Financial State
- 9 Consideration of Revised Budget for 2020/21
- 10 Banking
 - a. To approve new signatories on the Lloyds bank account
- 11 Review of Policy and Other Documents
 - a. Risk Register
 - b. Lone Working Policy
- 12 To discuss 2020/21 projects in preparation for more detailed plans
- 13 Items for noting only, AOB or inclusion on next meeting's agenda
- 14 Date of next meeting – 6th May 2020 in the Sports Pavilion