

STURMINSTER NEWTON TOWN COUNCIL

Council Offices, Old Market Hill, Sturminster Newton DT10 1FH

Tel: 01258 475136 Email: admin@sturminsternewton-tc.gov.uk



The public and press are cordially invited to be present at:

A meeting of the **Finance & Personnel Committee** which will be held on **Thursday 24th May 2018** at Council Offices, Old Market Hill, and Sturminster Newton at **7.15pm** to transact the business set out in the Agenda below.

Emma Lindsay - Town Clerk 18th May 2018

Agenda

No.	Agenda item	Time (est.)
18/49	To <u>receive</u> comments and questions from members of the public	15 mins
	To appoint a Chairman of the Committee until the meeting in May 2019	
18/50	To appoint a Vice-Chairman of the Committee until the meeting in May 2019	1 min
18/51	To receive and if agreed approve apologies for absence	3 mins
18/52	To <u>receive</u> declarations of interests and <u>approve</u> written applications for dispensations	1 min
18/53	To <u>approve</u> the minutes of the previous meeting held on 26.04.2018	1 min
18/54	To <u>approve</u> the list of payments checked by Cllrs Fraser and Spackman	1 min
18/55	To <u>approve</u> the statement of accounts and bank reconciliation as at 31.03.2018	5 mins
18/56	To <u>receive</u> a report from the Town Clerk on the annual accounts to 31.03.2018	30 mins
18/57	To receive a report from the Town Clerk on the recruitment of a Town Orderly and <u>approve</u> further actions	10 mins
18/58	To <u>receive</u> a report from the Town Clerk regarding Apprenticeships and approve further actions	10 mins
18/59	To <u>receive</u> correspondence and <u>discuss</u> any issues raised	1 min
18/60	To <u>receive</u> information from members and <u>discuss</u> proposals for future business	5 mins
18/61	To <u>decide</u> whether to exclude members of the press and public for confidential matters (pursuant to Public Bodies (Admission to Meetings) Act 1960, Section 1(2))	1 min
18/62	To <u>receive</u> an update regarding a confidential staffing matter and agree further actions	30 mins

Members are respectfully reminded that

- Only agenda items where the indicated function is to approve or decide may be decided at this meeting. Other items are for information only and no decision can be taken upon them unless and until raised at a later meeting
- The Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health & Safety and Human Rights

Large print version available on request

Draft minutes of this meeting will be made available a few days after it to view at the Council Office between 9.30am and 12.30pm every weekday and on the website at www.sturminsternewton-tc.gov.uk

