



**12<sup>th</sup> March 2018**

**To all Members of Council**

Dear Councillors,

You are hereby summoned to attend a **Finance, Staffing, General Purposes and Audit Committee Meeting** to be held in the **Claytawc Centre, Fore St, St Dennis on Tuesday 16<sup>th</sup> March 2018** commencing at **following on from the planning meeting**, for the purpose of transacting the following business.

Yours faithfully

*Lynn Clarke*

Lynn Clarke  
Clerk/RFO

**Members of the public are most welcome to attend all Council meetings.**

## **AGENDA**

### **1. Apologies**

*To receive and approve apologies*

### **2. Declarations of Interest**

*a) To receive disclosures of Pecuniary Interests;*

*b) To receive disclosure of Non-Registerable Pecuniary Interests;*

*c) To disclose the receipt of hospitality or gifts over the value of £10 and*

*d) To receive written requests for dispensations on items to be discussed at the meeting.*

***N.B:*** *If you become aware during the course of the meeting, of an interest that has not been disclosed you must immediately disclose it and request dispensation if necessary.*

**3. Public Participation**

*Standing Order 3f - Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda Standing Order 3g -The designated time will be 15 minutes and no longer than 5 minutes per person. This time may be extended at the discretion of the Chairman.*

**4. To adopt the Minutes of the Finance, Staffing, General Purposes and Audit Committee held on the 30<sup>th</sup> January 2018 and the 21<sup>st</sup> November 2017**

**5. Matters Arising**

**6. To review and agree quotations received for toilet cleaning contract**

**7. To agree work schedule for public toilets**

**8. To agree repairs for Gents toilets**

**9. To discuss the opening of bank accounts with different banks.**

**10. To approve staff polices (emailed)**

- Expenses Policy
- Equal opportunities policy
- Health & Safety Policy
- Lone Working Policy
- Employees code of conduct

**11. To Review Financial Regulations Policy**

*Standing Order 3e*

*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw'*

**12. Confidential**  
*Staffing*

*Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.*

**This meeting has been advertised as a public meeting and as such could be filmed or recorded.**

**Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, the Council cannot guarantee this, especially if you are speaking or taking an active role.**