



Cainscross Town Council

Cashes Green & Ebley

9th February 2021

Notice of Meeting

A meeting of **Cainscross Town Council's Finance, Staffing and Policy Committee** will be held on Tuesday 16 February 2021 commencing at 4pm using Zoom.

<https://us02web.zoom.us/j/82732320517?pwd=d2swaGo0cE1DTctMdmTTSUtxaEQvUT09>

Signed

Jeni Marshall

Clerk to Cainscross Parish Council

Agenda

1. To receive apologies
2. To approve the minutes of the last meeting of the Committee
3. To receive any declarations of interest
4. To receive any representations from members of the public
(Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than three minutes)

Finance matters

5. To authorise payments
6. To receive the financial report to date
7. To verify and sign the bank reconciliation and original bank statements
8. To consider appointing the Internal Auditor

Policy Matters

9. To consider and approve the following Policies
 - Community Engagement Policy
 - Co-option Policy
 - Disciplinary Policy
 - Grievance Policy

Staffing Matters

The following items may be subject to the exclusion of press and public under the Local Government Act 1972, Sch. 12A

10. To note the start date of the Project Officer
11. To confirm the date and time of the next committee meeting

Members of the Public are Welcome to Attend