



Cainscross Town Council

Cashes Green & Ebley

14th April 2021

Notice of Meeting

A meeting of **Cainscross Town Council's Finance, Staffing and Policy Committee** will be held on Tuesday 20th April 2021 commencing at 4pm using Zoom.

<https://us02web.zoom.us/j/85266466705>

Yours faithfully

Jeni Marshall

Clerk to Cainscross Parish Council

A G E N D A

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
- I **Staffing Matters**
The following items may be subject to the exclusion of press and public under the Local Government Act 1972, Sch. 12A
8. To receive a staff update and confirm the permanent appointment of the Assistant Clerk
9. To consider a smartphone loan worker app for staff.
10. To consider the re-opening of the offices
11. To confirm the date and time of the next committee meeting

Please contact the Clerk if you would like to attend the meeting.