



# **TATWORTH AND FORTON PARISH COUNCIL NOTICE OF AN ORDINARY MEETING OF THE FINANCE AND PERSONNEL COMMITTEE TO BE HELD ON 17 March 2022**

**TO: Cllr. A Goody (Chair), Cllr. J MacOmish Cllr. K Robbins (Council Chairman  
Richard Down and Vice Chairman R. Wardell (Ex Officio))**

**You are hereby summoned to attend the following Meeting of: Tatworth and  
Forton Council Finance and Personnel Committee**

**Time: 7.00pm**

**Date: 17<sup>th</sup> March 2022**

**Place: Brewer Room Tatworth Memorial Hall**

**MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL  
COUNCIL MEETINGS (Public Bodies (Admission to Meetings) Act 1960)**

**Nigel Tinley**

**Clerk**

**11 March 2022**

7pm (Prior to the start of the Meeting) An opportunity for questions and comments from members of the public raising any matter of concern affecting Tatworth & Forton. No decision can be taken during this session but the Chairman may decide to refer any matter for further consideration. The Parish Council may also wish to ask for the District or County Council's support on any matter of particular concern to the Parish.

## **AGENDA**

### **10/22 Apologies for absence –**

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the Minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable

### **11/22 Declarations of interest:**

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or, if he/she has not notified the Monitoring Officer of it.

**12/22 To approve and sign as a correct record Minutes of the Finance and Personnel Committee Meeting held on 6<sup>th</sup> January 2022**

**13/22 Finances to end Feb 2022**

**14/22 Revise Earmark/Allocated Funds in preparation for Full Council.**

**15/22 To approve using CIL funds for bus shelter.**

**16/22 Employment Policies – To Approve**

**17/22 Unity Bank-Approve Clerk to have access to Internet Banking. No ability to make payments.**

**18/22. Administration Assistant-Job description, hours and salary**

**19/22 To agree Date and Time of Next Meeting**