



TATWORTH AND FORTON PARISH COUNCIL

Notice of AN ORDINARY MEETING of the Finance and Personnel Committee

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

To **Chairman**:: Anne Goody, **Councillors**: Keith Robbins, Russ Wardell & Richard Down

As a member of the public/press if you have a question and wish to join the meeting please advise the Clerk by email: clerk@tatworthandfortonparishcouncil.org.uk or telephone 221066.

You are hereby summoned to attend the following:

Meeting of: Tatworth and Forton Finance & Personnel Committee
Time: 6.30pm
Date: 14th September 2020 (re-arranged from 3rd Sept 2020)
Place: Virtual ...Zoom..Codes 821 1070 8148 Pass Code 707727

Locum Clerk

AGENDA

- 31/20** To receive apologies for absence
- 32/20** Declarations of interest
- 33/20** Chairman's Announcements
- 34/20** To approve minutes of the meetings held on 30th July and 24th August 2020
- 35/20** To consider and approve the Council's Grant Policy
- 36/20** To consider and approve the Council's Investment policy
- 37/20** To consider and recommend approval of advertising the position of an administration assistant
- 38/20** To consider and recommend approval of advertising the position of Parish Clerk/RFO
- 39/20** To consider and recommend approval for the purchase of a new laptop for the clerk's use with the existing Tower remaining available for the new administrative assistant.
- 40/20** To recommend the provision of Christmas Lunch for those living alone in Tatworth & Forton.
- 41/20** Date of next meeting.
29th October 2020

R. Munday
Locum Clerk.

5th September 2020