

Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth
Hertfordshire CM21 9AN
Tel: 01279 724537



MAYOR

Clr Eric Buckmaster BSc (Econ)

TOWN CLERK

Richard Bowran BSc.(Hons) MILCM

e-mail: info@sawbridgeworth-tc.gov.uk

web: www.sawbridgeworth-tc.gov.uk

To: Cllrs Adamopoulos, Alder, E Buckmaster, Reeks, Riches and Shaw

FINANCE AND POLICY COMMITTEE

You are summoned to a meeting of this committee of the Council which will take place on **Monday 14 September 2015** at 7:30pm, at Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

Town Clerk
09 September 2015

Agenda

F 15/08 APOLOGIES FOR ABSENCE

To receive any apologies for absence

F 15/09 DECLARATIONS OF INTEREST

To receive any Declarations of Interest by Members

F 15/10 MINUTES

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To approve as a correct record the minutes of the Finance and Policy Committee held on 15 June 2015 (F01)

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.

F 15/11 STAFF MATTERS

To consider any matters relating to members of staff.

- 15/11.1 To receive a report on the current situation relating to a member of staff who has been on long term sick leave for over twelve months.
- 15/11.2 To receive a report of the plans for the council's establishment and proposals for inclusion in the budget for 2016/17.
- 15/11.3 Pension provision. As a consequence of the auto-enrolment requirement that all employees be in a pension scheme; to discuss the availability of pension schemes with either LGPS or NEST and to determine a policy for pension provision..

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[📄] [👤]

F 15/12 FINANCE MATTERS

To consider any matters relating to the finances and year end arrangements of the Council

- 15/12.1 To review expenditure against budget for the period to 31 August 2015
- 15/12.2 To consider engaging the services of Rialtas Business Systems to provide accounting software to become operational from April 2016.
- 15/12.3 To appoint members to be signatories on the council's current account replacing those no longer members of council.
- 15/12.4 To consider future banking arrangements as a consequence of the reduction of service level by Lloyds Bank.
- 15/12.5 To consider the alternative terms offered for renewal of the council's general insurance policy which is due for confirmation by 01 October 2015.

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F 15/13 POLICY MATTERS

To consider any matters relating to Policy for the future development of Town Council services to the community.

[📄] : Paper attached

[👤] : Vote required

Members of the public and press are cordially invited to attend all meetings of the council and its committees.