



EMERSONS GREEN
TOWN COUNCIL

Westerleigh Road, Emersons Green, South Gloucestershire, BS16 7AN
Clerk: Kath MacConnachie Tel: 0117 3026989

18 September 2020

To Councillors: S Al-Hassan, S Budd, S Hill, J Hunt, C Johnson, R Nichols, D Somers & P Todd

Be pleased to take notice that a meeting of the **Finance Committee** of Emersons Green Town Council will be held by Skype on **Thursday 24 September 7.00pm** (<https://join.skype.com/YLhglKG7xo22>). Committee members are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Kath MacConnachie, Town Clerk

A G E N D A

1. Apologies for absence

2. Declaration of Interests under the Localism Act 2011

3. Minutes of 30 July 2020

- To approve minutes
- To note action points from these minutes

4. Bank Statements & Bank Reconciliations

- To receive and note the report of Councillor Somers statements and reconciliations to the end of August 2020

5. Payments

- To authorise September payments as per circulated schedule.
- To note the August payments

6. IT Services

- To note correspondence from Clearwater IT Services and consider options

7. Youth project preliminary/feasibility costs

- To consider funding of preliminary/feasibility costs from Earmarked Reserves and make a recommendation for Full Council
- To consider the requirements of the public works loan application process
- To consider timetable for the 2020/21 budget

8. Personnel Committee update

- To approve the recommendation of the Personnel Committee in relation to the Pay, Recognition and Rewards Policy
- To note the updated NALC payscales, effective 1 April 2020

9. Membership of SLCC

- To consider funding membership for the Clerk of SLCC (cost £281 per annum, plus £20 registration) <https://www.slcc.co.uk/>

10. Terms of Reference

- To consider the draft updated Terms of Reference for the Finance Committee and make recommendation for Full Council
- To consider the draft updated Terms of Reference for the Personnel Committee and make recommendation for Full Council

11. Items to report from members

12. Date of next meeting: Thursday 29 October 2020, 19.00 by Skype