



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

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A meeting of the Town Council Finance & General Purposes and Personnel Committee will be held on Tuesday 12th October 2021 at 7.30pm in the Oundle Suite, Fletton House, Oundle.

This is a formal Town Council meeting and will be held, just as ones in the Council Chambers, using the agenda which the Clerk has published. As with meetings held in Fletton House, members of the public will be given the opportunity to speak during public participation, but will not be permitted to speak at other times and their microphones will be muted. They may also temporarily be excluded by means of resolution due to the confidential nature of the business to be transacted (Standing Order 3d).

The meeting is being recorded and will be uploaded onto YouTube and our website.

Subject to standing order 3d above and at the discretion of the chairman of the meeting and at a convenient time in the transaction of business, members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda and the chairman will adjourn the meeting for this purpose (Standing Order 3e and f).

Photographing, recording, broadcasting or transmitting the proceedings of the meeting by any means is permitted without the Council's prior consent (Standing Order 3l).

AGENDA

FGP 21.08. Apologies for Absence

21.08.01. To receive apologies for absence.

21.08.02. To accept apologies for absence.

FGP 21.09. Declarations of Interests

To receive and consider any declarations of interest from Members under Section 50 of the Local Government Act 2000 (*Standing Order 13*)

(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

FG21.09.01. To declare any Disclosable Pecuniary Interests.

FG21.09.02. To declare any Other Interests.

FGP 21.10. Representations from Interested Parties

A period of no longer than 10 minutes will be allocated for members of the public to address the meeting about items on this agenda **at the Chairman's discretion.** (*Standing Order 3e and 3f*).

FGP 21.11. Consideration of Requests from Interested Parties

- FGP 21.12. Minutes of Previous Meetings – Finance & General Purposes Committee meeting**
- 21.12.01. PROPOSITION: *'To approve and sign the minutes for the Finance and General Purposes Committee meeting held on 8th June 2021 as an accurate record.'* (Standing Order 12). *
- 21.12.02. PROPOSITION: *'To approve and sign the minutes for the Extraordinary Personnel Committee meeting held on 30th June 2021 as an accurate record.'* (Standing Order 12). *

Please note that in view of the special and/or confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw (Standing Order 3c)

FGP21.13 Personnel Matters

- 21.13.01. To review the terms of reference for the Personnel Committee. *
- 21.13.02. To receive the appraisal report for 2021. *
- 21.13.03. To consider requests from the appraisals and approve the amended Job Descriptions. *
- 21.13.04. To review staff salaries. *
- 21.13.05. To approve appraisers for the Clerk's appraisal up to two members of the Personnel committee.

FGP 21.14. Financial Matters

- 21.14.01. To receive the accounts for September 2021.
- 21.14.02. To approve the grant application from the Oundle Festival of Literature *
- 21.14.03. To receive the letter from NNC regarding the Welcome Back Fund grant and consider the ideas for how we will utilise the funds. *
- 21.14.04. To consider the budget for 2022-2023.

FGP 21.15. Any other business for Report only



Emma Baker
Town Clerk
1st October 2021

*** Documents attached**