



## **SUMMONS TO A MEETING OF THE FINANCE, EMPLOYMENT & SERVICES COMMITTEE on Tuesday 6<sup>th</sup> April at 7 pm via Zoom Video Conferencing**

### **Agenda**

#### **1. Welcome**

#### **2. Apologies**

#### **3. Minutes**

To approve as a correct record the Minutes of the meeting held on Tuesday 2<sup>nd</sup> March 2021.

#### **4. Declarations of Interest**

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

#### **5. Public Forum**

To consider questions, statements, or petitions from members of the public who are welcome to the meeting and have a total collectively of 15 minutes to make their representations to the Committee.

#### **6. Exclusion of the Public**

To determine during which items, if any, the public are to be excluded from the meeting.

### **PUBLIC ITEMS**

#### **7. Financial Update**

To receive a summary of the latest financial position and detailed cost headings as at 29<sup>th</sup> March 2020.

- a) Financial Budget Summary.
- b) Income & Expenditure Report.
- c) Balance Sheet.

#### **8. Year-End Update**

To receive a verbal update from the Responsible Financial Officer (RFO) regarding where we are up to with Year-End procedures and to give members an indication of the Council's year-end position.

#### **9. Insurance Premium 2021/22**

To receive a report from the RFO detailing the changes made to the insurance provision for Colne Town Council for Members information.

#### **10. CTC Social Media Policy**

To consider the presented policy document for recommendation to Full Council to adopt.

### **11. Items for a future month's Agenda**

Points raised under this item are for information only, any debate should be limited to five minutes only and to consider the items for the agenda for a future month.

### **12. Date & Time of Next Regular Meeting**

The next Finance, Employment and Services Committee meeting is scheduled for Tuesday 4<sup>th</sup> May at 7.00 pm.

### **13. Exclusion of the Public**

To consider the exclusion of the public from the meeting before discussion takes place on the following item of business on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.

### **PRIVATE ITEM**

### **14. Staffing Review**

To consider a report from the RFO regarding staffing requirements.

Signed: *Naomi Crewe*

Date: 29<sup>th</sup> March 2021

### **MEMBERSHIP OF COMMITTEE**

Cllr. D Clegg

Cllr. G Clegg

Cllr. D Cockburn-Price

Cllr. E Cornish

Cllr. J Nixon

Cllr. H Thomas

Cllr. B Wildman

**Due to the current situation Colne Town Council are holding their meetings using Zoom. If you would like to attend please contact the RFO, Gina Langley on [g.langley@colnetowncouncil.org.uk](mailto:g.langley@colnetowncouncil.org.uk) or 01282 861888 for instructions on how to join prior to midday on Thursday 1<sup>st</sup> April 2021.**

Join Zoom Meeting

<https://us02web.zoom.us/j/82755698305?pwd=T2Y1SDA1eGM1QU54cVp3NDg3RFICQT09>

Meeting ID: 827 5569 8305

Passcode: 065631