



**SUMMONS TO A MEETING OF THE FINANCE, EMPLOYMENT & SERVICES COMMITTEE  
on Tuesday 5<sup>th</sup> April at 7pm in the Council Chamber of Colne Town Hall**

**Agenda**

**1. Welcome**

**2. Apologies**

**3. 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.

**4. Minutes**

To approve as a correct record the Minutes of the meeting held on Tuesday 1<sup>st</sup> March 2022. (Decision required)

**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. Such an exclusion would need to be 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.

**7. Financial Update**

To receive a summary of the latest financial position and detailed cost headings as at 29<sup>th</sup> March 2022. (Decision required)

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

**8. Vehicle Provision**

To consider a report from the Town Clerk/RFO regarding the provision of an additional vehicle to be used during events and by the Town Council maintenance staff.

**9. Allotment Write-Off**

To consider a report from the Town Clerk/RFO giving details of outstanding water charges. (Decision required)

## **10. IT Security Provision**

To consider a report from the Town Clerk/RFO providing information on IT security. (Decision required)

## **11. Town Hall Room Hire**

To consider an opportunity that has arisen regarding office rental at Colne Town Hall. (Decision required)

## **12. Events Budget 2022/23**

To consider a report from the Town Clerk/RFO regarding potential changes in event delivery.

## **13. Town Hall Maintenance**

To receive an update on any scheduled works or identified maintenance issues. (Information only)

## **14. Alkincoates Working Group**

To receive a verbal update from the last meeting of the Alkincoates Working Group.

## **15. 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 them for the agenda for a future month. (Information only)

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

The next Finance, Employment and Services Committee meeting is scheduled for Tuesday 3<sup>rd</sup> May 2022 at 7.00pm.

## **Exclusion of the Public**

## **17. Private Item: Staffing Issues**

Signed: *Gina Langley*

Date: 30<sup>th</sup> March 2022

### **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

***This meeting is open to the Public and will be live streamed on the Council's YouTube Channel.***

***For those wishing to attend the meeting, please contact the Town Clerk & Responsible Financial Officer by Monday 4<sup>th</sup> April at midday, on 01282 332036 or email: [g.langley@colnetowncouncil.org.uk](mailto:g.langley@colnetowncouncil.org.uk)***