



## Stainland and District Parish Council 2nd Finance & Staffing Committee Agenda

11<sup>th</sup> December 2019

Notice is hereby given that the 2nd meeting of Stainland & District Parish Council Finance & Staffing Committee will be held in Stainland Library on Wednesday 18<sup>th</sup> December 2019 at 6.30 pm for the purpose of transacting the following business.

Members of the public and press are invited to attend and may address members of the Council, during the item set aside for public participation

J Goldthorpe (Clerk)

	Item
19.FS2.1	Apologies and Reasons for Absence and Lateness  To receive apologies and approve any reasons for absence presented to the Council.
19.FS2.2	To receive Parish Councillors' declarations of interest.
19.FS2.3	Public Participation Session
19.FS2.4	To discuss and agree a draft budget and capital programme
19.FS2.5	To discuss staff appraisals
19.FS2.6	To discuss the recruitment process for a new Parish Clerk & the allocation of duties during the interim / handover period.
19.FS2.7	To discuss & agree if the clerk's annual leave entitlement must be taken prior to the end of employment or if the Parish Council will make payment for any hours not taken.
19.FS2.8	To make a decision on the proposal to employ an Environmental Warden and to agree the job description & personal specification and, should the council agree, to progress with this.
19.FS2.9	To agree agenda items for the next meeting
19.FS2.10	To agree a date and time for the next meeting