

KIRKBURTON PARISH COUNCIL

A Meeting of the Management & Finance Committee will be held on Thursday 19 November 2020 at 7.30 pm via the app 'GoToMeeting'

Link to join the meeting:

<https://global.gotomeeting.com/join/545466437>

You can also dial in using your phone.

United Kingdom: [+44 20 3713 5011](tel:+442037135011)

Access Code: 545-466-437

If you have not used the app before, please download it from:

<https://global.gotomeeting.com/install/545466437>

A G E N D A

1. Apologies and Declarations of Interest

To receive apologies for absence from members unable to attend the meeting and members to declare interests in any of the items on the agenda.

2. Public Participation

Members of the public are invited to address the Council on any issue over which it has a power for up to 3 minutes each, with the item lasting up to a maximum of 15 minutes.

3. Admission of the Public

To determine any items on the agenda considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960.

4. Monitoring and Evaluation of Parish Council Project

Dog Fouling Project: To note the current status of the project, assess the level of success and consider if any operational changes are required, taking into account the representations the Council has received on the subject.

Cont'd

Agenda for Management & Finance Committee

19 November 2020

5. 2020-21 Accounts

To note the Budget Statement covering the period April to October 2020 and consider if any adjustments are required.

6. Line Manager's Report

To receive a report from the Line Manager.

7. Administrative Assistant

a) To consider the job description and person specification and make recommendations to Council.

b) To consider how the recruitment process will be conducted.

8. Training for Members

To consider if further training for members is required as requested by the Staffing Committee. If agreed, to consider how it should be provided.

9. Policy on the Appointment of Contractors

To review the Council's policy in the light of the issues, which have arisen and consider if amendments should be implemented.

10. Venue for Council and Committee Meetings

To note the Council's request to investigate the means of returning to physical Council meetings, consider if this is possible in the current situation, and make recommendations to Council.

11. Virtual Meetings

To note the current procedures, consider whether any adjustments are required and make recommendations to Council.

12. Date of the Next Meeting

To consider the date of the next meeting.

Tel: 01484 604391

E-mail: clerk@kbpc.co.uk

NB: The office is currently closed due to the Covid-19 emergency, but the Clerk is still working from home and can be contacted as above. Email messages are preferred, but telephone messages are collected periodically.

Mrs Angela Royle
Clerk to the Council
Burton Village Hall
Highburton HD8 0QT

13 November 2020