

METHERINGHAM PARISH COUNCIL



NOTICE IS HEREBY GIVEN and COUNCILLORS ARE SUMMONED to attend an **Extraordinary Meeting of the Finance, Staffing and Communications Committee at 6.15pm on Tuesday 16th April 2024** at The Parish Office, High Street, Metheringham, LN4 3DZ

M Westerman

Councillor M Westerman

Chair, Finance, Staffing and Communications Committee

11th April 2024

AGENDA

1. Chair comments
2. To resolve to accept Apologies for Absence and reasons given in accordance with Local Government Act 1972 S85(1)
3. **Members Declarations of Interests:**
 - a. Members may make any declarations of interest at this point but may also make them at any point during the meeting in accordance with Metheringham Parish Councils Code of Conduct
 - b. Dispensations: To consider and grant dispensation to relevant members in accordance with Metheringham Parish Councils Code of Conduct
4. To discuss the provision of cleaning services for parish council buildings and to agree any recommendations to go before full council.
5. To receive payments made November 2023 to February 2024 & cross referenced to bank statements as correct.
6. To discuss the parish office opening times to members of the public.
7. To discuss the financial software package used and the recommendation from the Clerk/RFO to move to a new service provider.
8. To note Community Infrastructure Levy allocation £10,558.93 CIL monies for 2023/2024 relating to 20/0029/FUL, land east of Sleaford Road and west of Dunston Road to be received in April 2024 and to consider any recommendation to go before full council.
9. Public bodies (admissions to meetings act 1960 exclusion of the press and the public: to resolve that in accordance with Section 1(2) of the public bodies (admissions to meetings) act 1960 and by reason of the confidential nature of the remainder of the business the press and public be excluded.
10. To receive and update on the Hub Co-Ordinator role and consider any recommendations to go before full council relating to this role.
11. To receive an update on the Handy Person role and review the additional hours being worked, whether this is to continue or not and agree any recommendations to go before full council.
12. To receive an update on Clerk/RFO and their probation review meetings and agree any recommendations to go before full council.
13. To agree a date of next meeting or agree to be held ad-hoc as and when required