

Costessey Town Council



Hilary Elias, Town Clerk Tel: 01603 742958 e: info@costesseytc.org @Costesseytc 3 July 2020
NOTICE - an ONLINE Meeting of the Finance, Budgets & Staffing Committee of Costessey Town Council will be held on Thursday 9 July 2020 at 10.30am

On-line: <https://zoom.us/j/5258448551?pwd=OWYvT0Z5MmdoVG84R3dDUmJXVXd5dz09>

One tap mobile: [02034815240](tel:02034815240),,[5258448551](tel:5258448551)#,,,,[152933](tel:152933)# OR

[02034815240](tel:02034815240),,[5258448551](tel:5258448551)#,,,,[152933](tel:152933)#

Landline: 02034 815237; 02034 815240; 02080 806592; 03300 885830; 01314 601196;

Meeting ID: 525 844 8551 Password: 152933 The Waiting Room will open at around 10.15am

Members of the public are most welcome to attend until and unless the committee deals with confidential business. Please contact the Clerk by Tuesday 7 July on info@costesseytc.org if you wish to join this meeting or if you wish to raise a question. This is because you are muted for the duration of the meeting, and if you wish to ask a question you will need to do this via the chat room which is monitored by officers. We cannot guarantee members of the public will have the opportunity to speak. The meeting will be recorded, and might also be recorded by other members of the public and live streamed via other platforms. Please be aware that whatever your device settings are will determine your identity in the Zoom screen gallery. You do not have to present your name, so please amend on Zoom as necessary.

Costessey TC Privacy and Policy: <https://www.costessey.org.uk/policies-and-gdpr.html>

The Town Council reserves the right to remove you from the meeting or switch off your audio / video. Members of the Public will be removed to the waiting room for confidential items

AGENDA

To transact the business below, to receive the following reports and to make such orders or give such directions as necessary

- 1 To accept apologies for absence
- 2 To receive declarations of Interest (pecuniary, non-pecuniary & sensitive)
- 3 To confirm and sign the minutes of the previous FB&S meeting on 26 June 2020
- 4 To receive updates on the previous minutes (No resolutions may be passed)
- 5 To consider creating a “due diligence checklist” for entering into new contracts
- 6 To receive a general update on Finance, Budget or Staffing matters (No resolutions may be passed)
- 7 To confirm the date of the next FB&S Meeting as Thursday 23 July 2020 at 10.30am
- 8 To pass a resolution excluding the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it is not in the public interest to disclose discussion on the items below due to the discussions relating to contracts and salaries

***THE FOLLOWING ITEMS MAY BE HEARD IN CONFIDENCE / BELOW THE LINE**

- 8 *To consider interim cleaning arrangements – return to hall hires – See confidential report
- 9 *To consider cleaning of premises after the expiry of the current cleaning contract on 30 September – See confidential report

Committee Members: CTC Chairman & Vice-Chairman & Cllrs G Blundell, G Dole, J Flowerdew, S Hannant, G Jones, P O'Connor