

# **BROUGHTON & BRETTON COMMUNITY COUNCIL**

## **FINANCE AND STAFFING COMMITTEE**

**19 JANUARY 2016**

### **A G E N D A**

1. **Apologies for Absence:**

2. **Declarations of Interest:**

To receive any declarations of interest from Members.

3. **Minutes of the Previous Meeting:**

To receive and confirm as a correct record and then to authorise the Minutes of the Meeting of the Committee held on 15 December 2015, to be signed by the Chair.

4. **Matters Arising from the Minutes:**

5. **Staffing Matters:**

(a) To note the retirement of the Clerk & Financial Officer on 31 May 2016.

(b) Hawarden Community Council, which is the employing authority has proposed that a Working Group of Members, 4 from Hawarden Community Council, 4 from Broughton and Bretton Community Council and 2 from Shotton Town Council, whose maintenance service the Clerk & Financial Officer administers should be convened to oversee the recruitment arrangements, with the intention that all Members will be involved in elements of the selection process.

The Committee is requested to confirm its agreement or otherwise to this proposal and if so to nominate 4 Members plus one reserve to serve on the Working Group.

6. **Accounts for Payment:**

To approve the accounts for payment, a list of which will be submitted to the meeting.

7. **Clerk & Financial Officer's Report:**

To receive a report on:-

- (a) the Council's contributions to the Central Administration and Direct Maintenance Committee for the month
- (b) other relevant matters.

8. **Budget and Precept 2016/2017:**

To confirm the Council's budget and precept for 2016/2017. Report and budget proposal attached.

9. **Bank Reconciliation:**

To receive a bank reconciliation – copy attached.

10. **Members Information Items:**

To receive any relevant items of information.