

Clerk to the Council/RFO: J Hodgkiss
Chairman: Cllr R Ruscoe

Committee Members: D Engler (DE), K Turner (KT), A Price (AP) Chairman, R Ruscoe (RR), C Teckoe (CT), P Stevens (PS)

You are summoned to attend a meeting of the **Finance and Personnel Committee** on Monday 21st September 2026 at 7:15pm at Bayston Hill Memorial Hall.



J Hodgkiss
Clerk to the Council

14th September 2026

A G E N D A

F11.26/27 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

F12.26/27 DECLARATIONS OF INTEREST

Disclosure of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.

Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer

F13.26/27 PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS

To allow members of the public the opportunity to speak on an item listed on the Agenda up to a maximum of 3 minutes.

F14.26/27 MINUTES

To approve and sign the minutes of the Finance Committee meeting held on Monday 27th July 2026.

F15.26/27 BANK RECONCILIATION

To note that the Bank Reconciliation for all accounts to 30 September 2026 has been checked & approved by Cllr. Ruscoe.

F16.26.27 BUDGET POSITION

To note the current budget position and any variances.

F17.26/27 AGED DEBTORS

To approve the write off unreclaimable hire fees.

F18.26/27 POLICIES AND PROCEDURES

To approve any updates to the following

- Staff Handbook
- Alcohol and Drug Abuse Policy
- Disciplinary Policy
- Training and Development Policy
- Annual Leave Policy
- Emergency Dependent Leave Policy
- Expenses Policy
- Flexible Working Policy
- Anti-Bullying and Harassment Policy
- Compassionate Leave Policy
- Grievance Policy
- Home Working Policy
- Data Protection Policy
- Bereavement Policy
- Whistle Blowing Policy
- Sickness Absence Policy
- Paternity Leave Policy
- Biodiversity Policy

F18.26.27 **EXCLUSION OF THE PRESS AND PUBLIC** - *To pass resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters;*

F19.26/27 **STAFF APPRAISALS**
To note