

Ongar

Town Council



Aimi Middlehurst
Town Clerk

TO MEMBERS OF THE FINANCE AND HUMAN RESOURCES COMMITTEE

23 December 2016

You are hereby summoned to an Extra Ordinary meeting of the **FINANCE AND HUMAN RESOURCES COMMITTEE** to be held in the **COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR** on **THURSDAY 5th JANUARY 2017** commencing at **8pm** for the transaction of business as set out below. Members of the public and press are invited to attend.

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AGENDA

89/16 Apologies for absence

90/16 Declaration of Disclosable Pecuniary Interests (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct.

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non Pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

Members are reminded that if there has been any change to their entries in the Register of Interests, they should complete a new form notifying the change within 28 days of becoming aware of any new disclosable pecuniary or non-pecuniary interest. The form should be returned to the Town Clerk for forwarding to the Monitoring Officer at Epping Forest District Council.

91/16 Public participation session with respect to items previously notified to the Clerk.

To receive any representations from members of the public.

The maximum time for this item is 15 minutes.

92/16 To agree the minutes of the Finance and Human Resources committee meetings held on 3 November 2016 and 10 November 2016

93/16 Clerk's Report

94/16 Finance Reporting

- To note the bank reconciliations for October and November 2016
- To note the payments over £100 for October and November 2016

95/16 Reserves

- To note level of reserves (Cllr Reynolds requested at the meeting with the Clerk 1st Dec)

96/16 Mini Bus

- To receive the budget as at 30th November 2016
- To note the number of bookings for the previous 5 years (As requested at F & HR 03.11.16)

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97/16 Love Lane Office

- To note that the water heater has been replaced
- To consider the quotations for redecoration of the interior and exterior of the building
- To consider how the redecoration would be funded

98/16 Remote Access and Data Sharing

- To consider an exchange email account for Councillors
- To consider an online data access system for Councillors to review Council documents
- To consider a budget bid of £1200 to install these systems

99/16 Virement of funds from salaries to Jubilee Park Professional Fees

- To consider a virement of funds to the Jubilee Park Professional Fees budget to offset costs for the locum clerk

100/16 The Council is asked to RESOLVE to exclude the press and public for this meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following items contain confidential information relating to contractual matters.

101/15 Recommendation from the Staffing Sub Committee

- To consider the recommendation from the Sub Committee

102/16 The Council is asked to resolve to permit the press and public to return to the meeting under the Public Bodies (Admission to Meetings) Act 1960

103/16 Report from the Jubilee Park Steering Committee

- To receive a report regarding the current status of the charitable trust and the transfer of the facility

104/16 Local Council Tax Support Grant

- To note the reduction for 2017/18 to £10,770 and 2018/19 to £5,385

105/16 Public Relations

To consider Cllr Browning's requests to include the following items in the 2017/18 P, E and PR budget:-

- Reinstate the Town Council newsletter and consider communication with the public
- Replace the current website and with a recommended product with ongoing support. The current website provider does not provide support for this product as it is now obsolete

106/15 Budget 2017/18

- To consider the draft budget for 2017/18 and make recommendation to Full Council
- To consider the precept figure for 2017/18 and make recommendation to Full Council

