



Finance, Administration & Remuneration Committee

Committee members: Councillors S. Biddle, C. Cossburn, E. Fish, I. Gordon & Mandy Hallisey

You are summoned to attend the following meeting;

To be held on the Wednesday, 11 December 2024 at 19:30

This meeting will be held at Kings Worthy Community Centre, Fraser Road

Whilst **not** mandatory, to help prevent the spread of COVID-19 and protect those attending, - all attendees are recommended to adhere to following precautions:

- If you are clinically extremely vulnerable, we advise that you minimise contact and avoid attending meetings unless absolutely necessary.
- If you are presenting symptoms of COVID-19 then please do not attend the meeting.

Members of the public are also welcome to provide written representations to the Council.

Whilst we have taken steps to reduce the spread of COVID-19, please note that you attend the meeting at your own risk.

Please contact the Clerk if you have any enquires regarding this meeting.

Chair of the meeting: Ian Gordon

Clerk to the Council: Christopher Read

Agenda

1. Apologies for Absence
2. Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]
3. Impact of COVID-19 (including meeting recommendations)
4. To agree and sign the Minutes of the Meeting held on 13 November 2024
5. Matters arising from the meeting held on 13 November 2024
6. Proposed new expenditure for Finance approval
 - Planning & Highways
 - Finance, Administration & Remuneration
 - Recreation & Amenities – Including Lovedon Fields allotment site establishment costs and tree planning costs
 - Communications
 - Grants – The Worthy's Community Shed

7. To receive the statement of accounts and management reports for period ended 30 November 2024 including review of CCLA Public Sector Deposit Fund investment balance.
8. To review the draft forecast outturn (2024/25) & budget (2025/26)
9. To review and approve the payment listing
10. To review and approve the revised lone worker policy
11. Updates (if any):
 - Potential electric vehicle charging points at Kings Worthy Community Centre
 - Review of Maintenance Technician's contract
 - Update on cyber training requirements including courses available
 - Fire door works update
12. Remuneration & staffing
13. Tubbs Hall – landlord's responsibilities
 - Sub-lease with Tubbs Hall Management Committee
14. Legal issues
15. Items for inclusion in council communications
16. Responsible Finance Officer/ Clerk's Notices
17. Chairman's Notices
18. Items for discussion at the next meeting on 15 January 2025