

Councillors

Cllr A Sharpe (Chairman), Cllr B Hilton (Vice Chairman), Cllr L Davison West, Cllr C Richardson, Cllr R Gregory and Cllr R Wood

To: Other Members of the Parish Council for information only

You are hereby Summoned to Attend A Meeting of the Finance and Personnel Committee to be held on Tuesday 29th 2025 at 7.00pm in in the Community Room, Ascot Durning Library, High Street, Ascot SL5 7JF

Members of the Public: In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

A G E N D A

1. CHAIRMANS WELCOME

Chairman to welcome those present to the meeting, reminding them that all mobile devices are switched to silent for the duration of the meeting

A reminder to all in attendance of the fire safety regulations for the venue of the meeting

2. TO NOTE APOLOGIES FOR ABSENCE

To receive and approve apologies for absence

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

All Members are to be reminded that they must disclose any disclosable pecuniary interests, registerable interests and any non-registerable interests they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. If not already done so, they are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting

The Clerk to request Councillors to review and update their declaration of interests' form

3. MINUTES FROM PREVIOUS MEETINGS

To approve the minutes of the meeting held Wednesday 20th November 2024

4. PUBLIC FORUM

The Chairman to allow maximum of 15 Minutes (5 mins per speaker) for the public to address the Council (extended on approval of the Chairman). Priority will be given to those members of the public wishing to share information relating to items on the agenda. Once the public session is closed, members of the public are not permitted to speak

5. FINANCE UPDATE

- To receive an update of the accounts to 31 March 2025
- To acknowledge the Internal Audit Report (Final) for FY2024/25
- To receive an update of the Q1 accounts 1st April to 30th June 2025

6. COUNCILLOR TRAINING

To consider opportunities for training

7. DATE OF THE NEXT MEETING

Wednesday 9th September 2025 at 7:00pm

Venue: TBC

Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the public The Chairman will move that under Section 1(2) of the Public Bodies (Admission to Meetings) Act, the public shall be excluded from the remainder of the meeting by reason of the confidential nature of the business to be transacted.

8. PART II CONFIDENTIAL SESSION

9. PERSONNEL UPDATE

- To review current and future staffing
- Staff appraisals
- Staff training
- Review of current employment policies and procedures and agree recommendations as proposed by the Clerk
- Review of salaries as recommended by the Internal Auditor
- Assistant Clerk vacant position