



MELTON PARISH COUNCIL

FRM(18)A01

FINANCE, EMPLOYMENT AND RISK MANAGEMENT COMMITTEE

To Members of Melton Parish Council Finance, Employment and Risk Management Committee:

Dear Councillor,

You are summoned to attend an ordinary meeting of the Parish Council Finance, Employment and Risk Management Committee to be held on Wednesday 7 February 2018, commencing at 19:00 at Riverside Office, Robertson's Boatyard, Lime Kiln Quay, Woodbridge IP12 1BD.

William Grosvenor
Clerk to the Council
29 January 2018

AGENDA

	PART ONE – OPEN TO THE PUBLIC
18.01	TO RECEIVE APOLOGIES FOR ABSENCE Apologies have been received from Cllr Brown.
18.02	DECLARATIONS OF INTEREST
18.02.01	To receive Amendments to the Register
18.02.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda
18.02.03	To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda
18.02.04	To Consider Full / Partial Dispensations for Pecuniary Interests Declared
18.03	OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS The opportunity for members of the public to ask questions of their councillors about matters within the remit of the Finance, Employment and Risk Management Committee.

18.04	TO APPROVE THE MINUTES OF THE PREVIOUS MEETING Meeting held on 13 December 2017 (FRM(17)M06 previously distributed)
18.05	TO CONSIDER FINANCIAL AND INTERNAL CONTROL MATTERS
18.05.01	To consider the Management Accounts – 1 April 2017 to 31 December 2017 (Papers FRM(18)05.01 and FRM(18)05.01a-g)
18.05.02	To review the overall budgetary position for 2017/18 and the Budget set for 2018/19 (Papers FRM(18)05.02a and FRM(18)05.02b)
18.05.03	To consider new external audit requirements Clerk to report
18.05.04	To consider a request for funding by Neighbourhood Watch in Suffolk Clerk to report
18.05.05	To consider a further report on Data Protection (Paper FRM(18)05.05)
18.06	TO CONSIDER RESOURCES MATTERS
18.06.01	New website - update Clerk to report
18.07	TO CONSIDER EMPLOYMENT MATTERS
18.07.01	Clerk to the Council including workload issues Chairman to report
18.07.02	Village Handyperson Clerk to report
18.08	TO REVIEW RISK MANAGEMENT ISSUES
18.08.01	Risk Register (Paper FRM(18)08.01)
18.08.02	Hire of field – risk issues update Clerk to report
18.08.03	Field drainage project update Clerk to report
18.09	TO CONSIDER REVISED DRAFT BUSINESS PLAN (Paper FRM(18)09)
18.10	TO CONSIDER UPDATE ON THE ARRANGEMENTS FOR MELTON VILLAGE FETE Cllr Gradwell to report
18.11	TO CONSIDER GOVERNANCE MATTERS
18.11.01	Report of Decisions Made by Clerk under the Openness of Local Government Bodies Regulations 2014 Nothing to report
18.12	TO REVIEW THE VILLAGE HALL / ACCOMMODATION PROJECT (Paper FRM(18)12)
18.13	EMERGENCY PLAN Cllr Taylor to report

18.14	FINANCE COMMITTEE CHAIRMAN'S URGENT BUSINESS
	PART TWO – CONFIDENTIAL
	<p>Exempt / Confidential Items</p> <p>It is recommended that the public be excluded from the meeting for the following item of business on the grounds of its confidential nature.</p>
18.15	<p>TO AGREE SALARY INCREASES BASED ON THE NJC LOCAL GOVERNMENT SCALES FOR 2018/19</p> <p>(Paper FRM(18)15)</p>
18.16	<p>DATE OF NEXT MEETING</p> <p>The next meeting will take place on Wednesday 11 April 2018, commencing at 19:00, at Riverside Office, Robertson's Boatyard, Lime Kiln Quay, Woodbridge IP12 1BD.</p>