



MELTON PARISH COUNCIL

FRM(21)A03

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 28 July, commencing at 19:00 at 17 Riduna Park, Station Road, Melton IP12 1QT.**

William Grosvenor

Clerk and Executive Officer to the Council

30 June 2021

AGENDA

	PART ONE – OPEN TO THE PUBLIC
21.22	ELECTION OF CHAIR AND VICE-CHAIR OF FINANCE EMPLOYMENT AND RISK MANAGEMENT (FERM) COMMITTEE
21.23	TO RECEIVE APOLOGIES FOR ABSENCE
21.24	DECLARATIONS OF INTEREST
21.24.01	To receive Amendments to the Register
21.24.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda
21.24.03	To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda
21.24.04	To Consider Full / Partial Dispensations for Pecuniary Interests Declared
21.25	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 FERM Committee.

21.26	TO APPROVE THE MINUTES OF THE PREVIOUS MEETING Meeting held on 15 April 2021 (FRM(21)M02 previously distributed)
21.27	TO REVIEW TERMS OF REFERENCE FOR FERM COMMITTEE AND MAKE RECOMMENDATIONS TO FULL COUNCIL Paper FRM(21)27
21.28	TO CONSIDER FINANCIAL AND INTERNAL CONTROL MATTERS
21.28.01	To consider the Management Accounts for the period 1 April 2020 to 30 June 2021 Papers FRM(21)28.01 and FRM(21)28.01a-g
21.28.02	To review the budget for 2021/22 Paper FRM(21)28.02
21.28.03	Update report on Community Infrastructure Levy funded projects Paper FRM(21)28.03
21.28.04	To consider the appointment of the Internal Auditor for 2021/22 Clerk to report
21.28.05	To consider the draft revised and updated Melton Parish Council Business Plan Paper FRM(21)28.05
21.28.06	To receive a report on comparison of the taxbase and precepts for medium to large local councils in East Suffolk Paper FRM(21)28.06
21.29	TO CONSIDER EMPLOYMENT MATTERS
21.29.01	Staffing report Clerk to report
21.30	TO REVIEW RISK MANAGEMENT ISSUES
21.30.01	Risk Register Paper FRM(21)30.01
21.31	REPORT RELATING TO THE MELTON TRUST Paper FRM(21)31
21.32	PAVILION PROJECT – UPDATE REPORT Paper FRM(21)32
21.33	TO CONSIDER GOVERNANCE MATTERS
21.33.01	Report of Decisions Made by Clerk under the Openness of Local Government Bodies Regulations 2014 Paper FRM(21)33.01
21.34	FINANCE COMMITTEE CHAIRMAN'S URGENT BUSINESS
21.35	DATE OF NEXT MEETING The next meeting of FERM Committee will take place on Wednesday 13 October 2021 at 17 Riduna Park, Station Road, Melton IP12 1QT commencing at 7pm.
	PART TWO – CONFIDENTIAL
	Exempt / Confidential Items. It is recommended that the public be excluded from the meeting for the following items of business on the grounds of commercial and employee confidentiality.

21.36	TO CONSIDER FUTURE LEASING OPTIONS FOR THE 1st FLOOR AT THE COUNCIL'S OFFICES Paper FRM(21)36 CONFIDENTIAL
21.37	TO APPROVE ANNUAL INCREMENTS FOR STAFF Paper FRM(21)37 CONFIDENTIAL
21.38	TO DISCUSS SUCCESSION PLANNING, FUTURE STAFFING ORGANISATION AND RECRUITMENT ARRANGEMENTS FOR THE POST OF CLERK AND EXECUTIVE OFFICER [Confidential papers to be provided to Members of FERM Committee only in advance of the meeting]

PLEASE NOTE THAT MEETINGS MAY BE FILMED, PHOTOGRAPHED, RECORDED OR REPORTED ABOUT