

Market Deeping Town Council
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Town Clerk: Mrs S Lydford



Notice is hereby given that the next meeting of

MARKET DEEPING TOWN COUNCIL

Finance & Personnel Committee

**Will be held on
Wednesday 25th September at 7pm
At the Town Hall, Market Deeping,
when the following business will be transacted.**

Agenda

1. Chairman's Welcome
2. Apologies for Absence
3. Declarations of Interest
4. Notes of minutes from the Finance & Personnel Committee meeting 24th July 2019
5. Clerk's report
6. Correspondence
7. Review of Council Policies
 - i. Lone Working Policy (carried over from July)
 - ii. Sickness Absence Policy (carried over from July)
 - iii. Changing of office policy
 - iv. Communications Policy
 - v. Civic Duties policy
 - vi. Council constitution
 - vii. Chair job description
 - viii. Information and data protection policy
 - ix. Trust fund policy
 - x. Capability policy
 - xi. Community engagement policy
8. Council Finances to include budgeting and precept preparation
9. For members to consider adjusting the committee terms of reference to include spending powers in line with the Council's Financial regulations
10. For members to receive reports from the internal auditor
11. For members to receive an update on the provision of Council email addresses
12. Personnel – Consideration to go into Closed Session. To include:
Staff matters

Mrs Sarah Lydford
Clerk to the Council

19th September 2019