

Sawbridgeworth Town Council



Sayesbury Manor, Bell Street, Sawbridgeworth
Hertfordshire CM21 9AN
Tel: 01279 724537

e-mail: info@sawbridgeworth-tc.gov.uk
web: www.sawbridgeworth-tc.gov.uk

MAYOR
Cllr Annelise Furnace
TOWN CLERK
Richard Bowran BSc.(Hons) PSLCC

To: Cllrs Alder, E Buckmaster, R Buckmaster, Furnace, and Royle [Cllr Rattey]

FINANCE AND POLICY COMMITTEE

You are invited to attend a meeting of this committee to be held via the video conference service **Zoom** on **Monday 14 September 2020** commencing at 6.30pm to transact the business as set out in the agenda below.

Town Clerk
08 September 2020

Agenda

- F 20/15 APOLOGIES FOR ABSENCE**
To receive any apologies for absence
- F 20/16 PUBLIC FORUM**
To respond to questions from members of the public on matters within the remit of the Finance and Policy Committee.
- F 20/17 DECLARATIONS OF INTEREST**
To receive any Declarations of Interest by Members
- F 20/17 MINUTES**
To approve as a correct record the minutes of the Finance and Policy Committee held on 28 August 2020 (F01A) [Attached]
- [📄] [👉]
- To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- F 20/18 STAFF MATTERS**
To consider any matters relating to members of staff.
- Current working arrangements and
 - Arrangements for fully returning to the office
 - Confirmation of national pay ward
 - End of contract for the second groundsman
 - Arrangements for Sawbobus drivers

F 20/19 FINANCE MATTERS

To consider any matters relating to the finances and year end arrangements of the Council

- To advise that following the meeting of council on 28 August 2020, the Annual Return (AGAR) had been sent to the external auditor, PKF Littlejohn
- Financial impact to the town council as a result of COVID-19

F 20/20 POLICY MATTERS

To consider any matters relating to policies for the future development of Town Council services to the community.

F 20/21 ECO-AUDIT WORKING PARTY

To review the actions identified in the report of the Eco-Audit Working Party of 10 June 2020 *[Attached]*

[📎]

F 20/22 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas.

Members of the public and press are cordially invited to attend all meetings of the council and its committees.

Zoom meeting link:

Topic: F&P Committee

Time: Sep 14, 2020 06:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/87075685506?pwd=bU91eVpKMjZmd2Z3VzJFM0lreTFUdz09>

Meeting ID: 870 7568 5506

Passcode: 744669