



## AGENDA

**To all members of the Finance and Human Resources Committee, you are summoned to attend a Committee Meeting on Thursday 15<sup>th</sup> June 2023 at 17.30.**

**This meeting will be held at The Jenkins Room, Northiam Village Hall, Main Street, Northiam**

**Members:** Cllrs Fairbrass, Harding, Sargent, Schlesinger and Wadie.

**SIGNED:** Georgina Jackson, Parish Clerk

**Date:** 9<sup>th</sup> June 2023

*Georgina Jackson*

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### **1) Apologies for Absence**

### **2) To adjourn the meeting to enable members of the public and Councillors to address the meeting.**

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed initially and only if time permits will further comments be heard. This is a 'for information' session only and no action can be taken upon those items raised.

### **3) Declaration of Interests and Lobbying**

To receive any declaration by members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as personal, pecuniary or prejudicial under the Code of Members Conduct.

### **4) Chairman's Announcements.**

#### **Finance**

**5) To consider the budget deficit for this financial year.**

**6) To review budget performance for the year 2023-2024.**

#### **Human Resources**

**7) To review Locum Clerk's workload and begin work list for the new Clerk.**

- 8) To agree the public's exclusion from the confidential part of the meeting.

That in view of the confidential nature of the business (financial/employment/legal issues) about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw.

### **Human Resources**

- 9) To consider job description and person specification.

10) To consider job advert.

11) To agree where to advertise and agree a budget.

12) To agree terms and conditions for the new job role.