



CLERK TO THE COUNCIL  
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**A MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE ON TUESDAY  
14<sup>th</sup> June 2022 at 19.15.**

**To Councillors:** Matthew Copeland, Glen Hewlett, Bob Budd, Paul English, Roslyn Kissell, Graham Matthews, Kevin Watson  
Dave Smart & Gloria Moss (Ex Officio). **To All Other Councillors** – for information.

**AGENDA**

1. Apologies for absence
2. Declarations of Interest.
3. Questions from members of the public (for up to 15 minutes)  
(MEMBERS OF PUBLIC ARE WELCOME TO ATTEND ALL COUNCIL AND COMMITTEE MEETINGS)  
Questions from the Public are limited to 5 minutes per person. Can any public questions be sent to the Clerk by post or email at your earliest convenience, ideally 7 days prior. This will allow Councillors to offer an informed response Local Govt Act 7.6, 7.7, 10.2
4. To receive the minutes of the meeting held on 10<sup>th</sup> May 2022.
5. Clerk's Report.
6. Correspondence.
7. Report for the Community Hall – *attached*.
8. Financial Accounts of the Council for: **May 2022** – *attached*.
9. Staffing organisation - To discuss and approve the revised job descriptions and contracts.
10. Road Mitigation Schemes
11. Repair/Replacement of 3x Street Lighting along PROW 3047(our asset register SL31,32,33)
12. Matters of Urgent Public Importance (with the prior consent of the Chairman).

Date of next meeting: Tuesday 12<sup>th</sup> July 2022.

**Date: 7<sup>th</sup> June 2022**

**Doug Millen - Clerk to the Council**