

# Forest Row Parish Council

Clerk: David O'Driscoll  
Email: parishclerk@forestrow.gov.uk



(Office Hours: Monday to Friday 9am to 4pm)

Our Ref:  
Your Ref

To: All members of FINANCE & POLICY COMMITTEE  
Cllrs Spackman (Chairman), Davies, Hill, Hopkins,  
Josephson, R Lewin, T Lewin, Waters, Williams &  
Wogan  
(All other Councillors for information)

Community Centre  
Hartfield Road  
Forest Row  
East Sussex  
RH18 5DZ  
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Email: info@forestrow.gov.uk  
Website: www.forestrow.gov.uk

Date: 13<sup>TH</sup> July 2022

Dear Sir/Madam

Your attendance is required at a meeting of FINANCE & POLICY COMMITTEE to be held on MONDAY 18<sup>th</sup> JULY 2022 in the Garden Room of the Community Centre at 8:00pm, or immediately following the Full Council meeting, whichever is the earlier.

*David O'Driscoll*

David O'Driscoll, Clerk to Forest Row Parish Council

THE FIRST FIFTEEN MINUTES WILL BE AVAILABLE FOR RELEVANT QUESTIONS AND REMARKS FROM THE PUBLIC – IF ANY. MEMBERS OF THE PUBLIC ARE WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING

## AGENDA

1. PUBLIC QUESTIONS
2. APOLOGIES FOR ABSENCE
3. RECORDS OF PREVIOUS MEETINGS
  - 3.1 To resolve to postpone approval of the minutes of the meeting of the Committee on 12<sup>th</sup> July 2022
  - 3.2 To postpone consideration of any objections to deletion of the digital transcript of that meeting to the next ordinary meeting.
4. CLARIFICATION OF ACTIONS FROM THAT PREVIOUS MEETING  
To postpone consideration to the next ordinary meeting.
5. TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW
6. TO APPOINT THE MEMBERS OF THE PERSONNEL & GRIEVANCE COMMITTEE FOR THE COMING YEAR

*"Pursuant to section 12 of the Public Bodies (Admission to Meetings) 1960, the Council believes that the public and press should be excluded from the meeting on the grounds of the confidential nature of the business to be transacted."*

6. TO CONSIDER THE UPDATE REPORT ON STAFF ISSUES and in particular:
  - 6.1 To consider a request from a staff member for enhanced contractual hours
  - 6.2 To consider recognition of enhanced supervisory duties for a staff member
  - 6.3 To consider whether to reinstate the role of Community Services/ Development Officer
  - 6.4 To consider a review of staff roles, responsibilities and salary levels
7. TO RESOLVE TO NOTE ANY CORRESPONDENCE AT THE NEXT ORDINARY MEETING
8. TO NOTE ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR COMMITTEE