



Maresfield Parish Council

REPRESENTING THE VILLAGES OF MARESFIELD, NUTLEY & FAIRWARP

Address Parish Office, Social Club Building, Oakwood Park, High St, Nutley, E Sussex, TN22 3NA
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Email clerk@maresfieldparish.org.uk or assistantclerk@maresfieldparish.org.uk
Website www.maresfieldparish.org.uk
Clerk / Asst Clerk Mrs Claire Goossens / Mrs Nancy O'Hanlon

5th November 2021

Dear Councillor,

Committee Members are summoned to attend a meeting of Maresfield Parish Council's Finance & Administration Committee, to be held in the Parish Office on **THURSDAY 11th November at 7.30pm.**

If members of the public wish to participate in the meeting, please email clerk@maresfieldparish.org.uk to provide details of any questions they wish to put to the Committee.

C GOOSSENS

Mrs C Goossens – Clerk

AGENDA

Members of the public are welcome to attend and to address Councillors before the commencement of the meeting.

Please notify the Clerk in advance so that any necessary arrangements can be made.

1. Public Session.
2. Apologies for absence.
3. Declarations of interest.
4. Adoption of the minutes of the Meeting held on 7th October 2021.
5. Review of month 7 2021/22 Receipts and Payments and Bank Reconciliation.
6. Agree and recommend to Council approval of current year forecasts 2021/2022 and new Budget/Precept 2022/2023.
7. Grants/Donations - Bids for Parish Council funding 2022/23.
 - i. Funding request from Nutley Bowling Club for electrical works.
8. Employment:-
 - i. To note Clerk and Assistant Clerk Appraisals.
 - ii. To agree and recommend to Council salary increases.
9. To consider and agree future of Parish Office.
10. To consider and recommend that Council approve the following policies:
 - a) Lone Working Policy
 - b) Performance Management Policy
 - c) Recording of Public Meetings Policy
11. GDPR update.
12. Matters arising from the meeting for public communication.
13. Correspondence.
14. Date of next meeting – Tuesday 7th December 2021.