

BOROUGHBRIDGE TOWN COUNCIL

1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE. YO51 9AN

www.boroughbridge.org.uk

email: info@boroughbridge.org.uk

Tel: 01423 322956



Helen Heavisides
Clerk of the Council

14 August 2019

To: **The Members of Boroughbridge Town Council Finance and Human Resources Committee**

Dear Councillors:

I hereby summon you to the following meeting of **BOROUGHBRIDGE TOWN COUNCIL** to be held at 1, Hall Square, Boroughbridge North Yorkshire YO51 9AN on:

FINANCE AND HUMAN RESOURCES COMMITTEE 20 August 2019

6.30pm in the Meeting Room

Please see the Agenda for the meeting below:

Yours faithfully



H Heavisides, Clerk of the Council

Note: Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why. Queries should be addressed to the Monitoring Officer Ms Jennifer Norton 01423 556036.

FINANCE AND HUMAN RESOURCES (F&HR) AGENDA – Tuesday 20 August 2019 6.10pm

- 1. To receive apologies and reason for absence.**
- 2. Declarations of interest in items on the Agenda.**
- 3. Public questions and statements.**
- 4. Finance**
 - a. To receive** tenders for the Grave Digging Contract for Boroughbridge and Aldborough Cemeteries.
 - b. To receive an update** on replacement chairs for the meeting room.
 - c. To further consider** financial support for Brighter Boroughbridge and District and Chamber of Trade Christmas Lights.
 - d. To receive** a quotation for the replacement of the computer expansion drive.
 - e. To receive** approve the Wallgate hand cleaning service contract for the public toilet block
 - f. To approve** a budget for the Tourist Information Point Volunteer's end of season dinner.
 - g. To consider** purchase of flower tubs for Hall Square.
 - h. Balance of accounts 20/08/2019.**
- 2. Human Resources**
 - a. To receive** notification of Clerk's revised date for resignation of 8 September as notified to the Mayor on 8 August 2019.
 - b. To discuss** terms, conditions and the recruitment process for Clerk/RFO & Deputy Clerk's posts.
- 3. To agree** dates below for future meetings of the F&HR Committee: To be discussed.

Following the Openness of Local Government Bodies Regulations 2014, the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so, should advise the Clerk or Chair of the Council, to ensure compliance with BTC's adopted policy to effectively and lawfully manage this activity.