

**BOROUGHBRIDGE TOWN COUNCIL**  
**1 HALL SQUARE, BOROUGHBRIDGE,**  
**NORTH YORKSHIRE YO51 9AN**  
**www.boroughbridge.org.uk**  
**email: info@boroughbridge.org.uk**



John Nichols  
Town Clerk

29<sup>th</sup> July 2020

Dear Councillors,

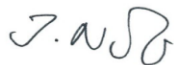
I hereby summon you to the following meeting of **BOROUGHBRIDGE TOWN COUNCIL** to be held at the Council Offices, Boroughbridge, All current guidelines regarding social distancing will be strictly followed.

**FINANCE AND HR COMMITTEE MEETING**

**Tuesday 4<sup>th</sup> August at 6:35pm, the Council Offices, Boroughbridge**

Please see the Agenda for the meeting below:

Yours faithfully



John Nichols  
Clerk to 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 HR COMMITTEE MEETING – Tuesday 4<sup>th</sup> August 6.35pm**

**1. Apologies for absence**

CLlr M. Kaczmarczyk - holiday

**2. Declarations of Interest in items on the Agenda**

**3. Public questions and statements.**

None received

**4. Finance Issues**

4.1 Ratify the Bank Reconciliation and Finance Statement as of 29<sup>th</sup> July 2020.

Relevant documents sent with the Agenda

4.2 Toilet block servicing options.

Briefing note circulated with the Agenda

## **5. Human Resources Issues**

### **5.1 Staff returning/starting.**

Val Tattersall (Assistant Clerk) returns Friday 7<sup>th</sup> August from compulsory self-isolation.

Liz Leatherbarrow (new Deputy Town Clerk) starts Wednesday 5<sup>th</sup> August.

Nick Ogden (Cleaner) re-starts duties from the weekend of the 1<sup>st</sup>/2<sup>nd</sup> August.

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.