

BOROUGHBRIDGE TOWN COUNCIL
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John Nichols
Town Clerk

11th December 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 15th December at 6:15 pm via Zoom

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 15th December at 6:15 pm

1. Apologies for absence

2. Declarations of Interest in items on the Agenda

3. Public questions and statements.

None received

4. Finance Issues

4.2 Agreement of the Draft 2021 – 2022 BTC Operating Budget and Capital Expenditure Plan

4.1 Discuss and agree the latest Risk Assessment for Finance and Management

5. Human Resources Issues

5.1 Ratify the proposed office opening hours over the Xmas period as advised to Councillors on Thursday 10th December.

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.