

BIDEFORD TOWN COUNCIL



Town Hall
Bideford
Devon
EX39 2HS

Telephone:
Bideford (01237)
428938

Mr Paul Swan
Town Clerk and Responsible Financial Officer

Thursday 21 November 2024

To: Members of the Staffing, Finance & General Purposes Committee

You are hereby summoned to attend a meeting of the **Staffing, Finance & General Purposes Committee** of the above-named Council to be held in the Council Chamber, Bideford, on **Thursday 28 November 2024 at 6.30 pm** for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend. There is a legal right to film/record/photograph/report public meetings.

A handwritten signature in blue ink, appearing to read 'Paul Swan'.

Paul Swan
Clerk to the Council

AGENDA

1. To receive apologies and reasons for absence
2. To receive declarations of interest on items on the agenda and note any requests for dispensation received by the Clerk prior to the meeting. Encl.
3. Public participation session of 15 minutes duration on items on the agenda.
4. To approve the minutes of the meeting held on Thursday 17 October 2024 as a correct record. Dist. with TC agenda
5. Items brought forward by the Chairman.
6. Finance
 - a. To approve the payments listed. To Follow
 - b. To receive and approve the Internal Auditor's Report for the period 1 July April 2024 – 30th September 2024. Encl.

7. To consider whether any changes are required to the Grant Application Form/Criteria for 2025-26. Encl.
8. To receive an update on the tasks undertaken by the Maintenance Operatives. Encl.

PART II (Closed Session)

9. **To resolve to exclude members of the public and the press to progress a matter of confidential nature under the Public Bodies (Admissions to Meetings Act) 1960 Local Government Act 1972, ss 100 and 102.**
10. Discuss and resolve upon the costing for the repair for the Long Bridge under lighting to be funded from council budget 2025/26. Email.
11. Staffing Matters. Email.

To receive and resolve upon the following:-

- a. Indirect Staff Appraisal*1
- b. Indirect Staff Appraisal*1
- c. Indirect Staff Appraisal*1

The next meeting of the Staffing, Finance & General Purposes Committee will be held on Thursday 9 January 2025.

MEMBERS OF THE STAFFING, FINANCE & GENERAL PURPOSES COMMITTEE

Councillors D Bushby, Ms R Clarke (Town Mayor), Mrs J Gubb, Mrs L Hellyer, S Inch, P Lawrence (Deputy Mayor), D McGeough, J McKenzie, T Inch.