

MINUTES OF A MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON WEDNESDAY 20TH MARCH 2019 AT 7.32PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present: A Cooper (Chairman)

Mrs A Clarey
S Hayes
B Saunders

Mrs M Cooper
Mrs J Hyde

Also present: Councillor Mrs Bundock and the Town Clerk – Mrs K Elliott-Turner

9/19 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Collier.

10/19 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

There were none. Members were reminded that if at any time during the meeting they feel they have an item to discuss, they should declare it at that point.

11/19 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

12/19 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Nothing to report.

13/19 EXECUTIVE ACTION – STAFF TRAINING

Members considered approving executive action taken by the Clerk in booking a place on the SLCC's Appraisal Techniques – Let's Talk webinar taking place on Monday 25th March 2019, at £30 plus vat.

RESOLVED that the executive action taken by the Clerk in booking a place on the SLCC's Appraisal Techniques webinar, at £30 plus vat, is approved.

14/19 BUDGET & RESERVES REVIEW

Members considered the Budget & Reserves Review report as at month 11. There was nothing of note or concern.

RESOLVED that any remaining funds in this Committee's budget at the end of the financial year is rolled over to Council's General Reserves.

15/19 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE

Members were advised that office staff appraisals are underway.

There being no further business, the meeting was closed at 7.41pm

CHAIRMAN

DATED