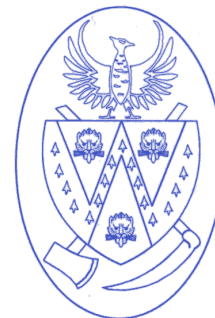


# Wem Town Council

*Wem-Birthplace of the Modern Sweet Pea*

Town Clerk and Treasurer:  
Mrs. P. E. O'Hagan

Wem Town Council Offices  
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To Members of the Finance & Corporate Governance Committee

Dear Councillor

I write to inform you a meeting of this Committee has been arranged to take place on **Tuesday 10<sup>th</sup> October 2017 at 14.00 in the Eckford Suite, Edinburgh House, Wem.**

Yours sincerely

A handwritten signature in black ink that reads "P. O'Hagan".

Town Clerk  
3.10.17

## AGENDA

- 1 **Apologies** - to receive any apologies and reasons for absence.
- 2 **Disclosable Pecuniary Interests**
  - a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
  - b) To consider any applications for dispensation.
- 3 **Committee Minutes** - to approve as a correct record the minutes of a meeting of the Finance & Corporate Governance Committee held on 11<sup>th</sup> July 2017 (copy enclosed).
- 4 **Finance**
  - a) 2nd Quarter Budget Report – for consideration.
- 5 **Health and Safety**
  - a) Risk Assessments and COSH Updates – for update on review.
  - b) Solo Protect Lone Worker device – for discussion.
- 6 **Policy Review**
  - a) Staffing Policy review – for update (to be presented at the meeting)

**7 Staffing matters**

- a) Home working – to review homeworking arrangements.
- b) Jury Service – to approve.
- c) Staffing budget - for discussion.
- d) Employers Pension Meeting – to receive a report from meeting held 9.10.17
- e) Appraisals – to agree date.

**8 Wem Swimming and Lifestyle Centre Extension Specification – to review specification (copy to follow).**

**9 Data Protection Changes – to consider requirements for Town and Parish Councils**

**10 Training.**

- a) Vision Session – to discuss programme.
- b) Council Training Plan – for consideration.

**11 Date and time of next meeting – to note.**

**12 Exclusion of Public and Press**

To resolve that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

- a) Staffing matter.