

Whittington Parish Council

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15th August 2018

Dear Finance and Executive Committee Members (Cllrs F Davies, G Hickman, P Jones and J Whitby)

You are summoned to attend a meeting of the **Finance and Executive Committee** to be held on **Tuesday 21st August 2018 at 6.15pm** in The Senior Citizen's Hall, Whittington for the transaction of business as set out in the Agenda below.



Mrs A Jones
Clerk to the Council

AGENDA

1.18.FE	ELECTION OF CHAIRMAN
2.18.FE	APOLOGIES FOR ABSENCE
3.18.FE	DISCLOSABLE PECUNIARY INTERESTS 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. <i>[Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable interest, whether or not the interest is entered in the register of members' interest maintained by the Monitoring Officer]</i>
4.18.FE	STAFFING MATTERS Pension <ol style="list-style-type: none">Note the Welcome Letter from the National Employers Savings Trust (NEST)Sign the Mandate Form to set up monthly pension payments by Direct Debit Contract of Employment <ol style="list-style-type: none">Consider the Terms laid out in the Contract of Employment based on the NALC/SLCC Template Staffing Policies <ol style="list-style-type: none">Consider the draft Staffing Policies and Procedures
5.18.FE	GDPR <ol style="list-style-type: none">Consider the Recommendations in the Clerk's ReportReview the Privacy Policy and Privacy Notice and make recommendations to Full CouncilReview the Retention of Documents Policy and make recommendations to Full CouncilReview the Subject Access Policy and make recommendations to Full CouncilReview the Data Management Policy and make recommendations to Full CouncilReview the Security Incident Response Policy and make recommendation to Full Council
6.18.FE	DATE AND TIME OF NEXT MEETING To agree the date and time of next meeting