



Broomfield Parish Council

Dear Councillor

You are summoned to attend the meeting of Broomfield Parish Council Finance and Personnel Committee to be held on Wednesday 22nd March 2022 at 7.30 p.m. in the Broomfield Parish Council Village Hall for the transaction of business as set out below.

Mark Hembury

Mark Hembury
Clerk to the Council

FIN22/28	Members attending. Motion. To record and accept apologies for absence
FIN22/29	Declarations of interests
FIN22/30	To approve the minutes of the Committee Meeting held 7th December 2022 Motion. The minutes of the Finance Committee are accepted as a true record.
FIN22/31	To note the income and expenditure report to the end of month 11, February 2023
FIN22/32	To approve a social media optimisation proposal over a three-month period. Motion. The Committee approves of the social media optimisation proposal for a three month period at a cost of £400 per month.
FIN22/33	To approve a virement to allocate funds for the social media optimisation proposal. Motion. Subject to agenda item FIN22/32 being agreed, the Committee approves of a virement of £1200 from code 4080/110 (Office rent) to 4120/110 (Professional fees).
FIN22/34	To consider an appraisal system for Parish Council staff including a consideration of working terms and conditions.
FIN22/35	To receive an update from the Clerk on staff development and to consider any future requirements.
FIN22/36	To consider the implications of the Communication Plan and to ensure that communication is as effective as possible.
FIN22/37	Agenda items for the next meeting