FAIR OAK & HORTON HEATH PARISH COUNCIL
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SUMMONS

28 April 2025

Dear Member

You are hereby summoned to attend a meeting of the Special **FINANCE COMMITTEE** held on Friday 2 May 2025 at 2:00 pm at the Parish Office, 2 Knowle Park Lane, Fair Oak.

Melanie Stephens

Melanie Stephens, Parish Clerk

PUBLIC INFORMATION: Members of the public are welcome to attend this meeting. The seating capacity of our Conference Room for members of the public is limited under fire regulations to 22.

PUBLIC PARTICIPATION: Members of the public may speak in accordance with the Council's public participation scheme: (a) on items under the Council's remit which are not on the public agenda; and/or (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to attend the meeting or speak in accordance with the Council's public participation scheme, should contact the Parish Clerk by emailing clerk@fairoak-pc.gov.uk no later than 12.00 noon on Thursday, 1 May 2025.

AGENDA

PART I – PUBLIC SESSION

APOLOGIES

1. DECLARATIONS OF INTEREST

To receive declarations of interest and dispensation requests.

2. PUBLIC PARTICIPATION

To receive any public participation in accordance with the Council's public participation scheme.

PART II – PRIVATE SESSION

Members are reminded that reports and information relating to this session are not for publication and should be treated as strictly confidential.

3. EXCLUSION OF THE PUBLIC AND THE PRESS

RECOMMENDED:

That, under Section 1(2) of the Public Bodies Admissions to Meetings Act 1960, the public and the Press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information which would be prejudicial to the public interest by reason of its confidential nature.

4. APPOINTMENT OF EXECUTIVE OFFICER & INTERIM STAFFING ARRANGEMENTS

To consider the appointment of the Executive Officer and agree interim staffing arrangements prior to their appointment.

To: Councillors

Cllr P Barrett

Cllr K Forfar

Cllr H Douglas (Chairman)

Cllr T Higby

Cllr W Chivuchi

Cllr N Couldrey

Cllr M Marsh

Cllr B Tennent

Officers

Mrs J Cahill (RFO)

Mel Stephens (Clerk)