



# Frodsham

## TOWN COUNCIL

You are hereby summoned to attend a meeting of the **Policy, Process & Revenue Committee** to be held on at **6:30pm Tuesday 11<sup>th</sup> October 2022** in **Gallery 2, Castle Park Arts Centre**

### POLICY, PROCESS & REVENUE COMMITTEE AGENDA

#### Meeting 3

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**1. Apologies for absence**

To receive apologies and consider acceptance.

**2. Declarations of interest**

To note any declarations of interest

**3. Requests from the public to speak**

Members of the public are invited to speak on items which are on the agenda.

**4. Actions from the previous meeting**

To note actions taken since the previous meeting held 5th September 2022

- Minutes from 27th June - approved and signed
- Recommendations from staffing sub-committee - approved - info sent to payroll
- Appointment of external auditor - approved - confirmed with auditor
- Communication & media policy - approved
- Grant scheme - approved - to be published
- Over 70s scheme - approved - published

**5. Minutes of the meeting held on 5<sup>th</sup> September 2022**

To agree and sign the minutes as a true record

#### PART B

**6. Exclusion of press and public**

To resolve to exclude press and public from the meeting due to the confidential nature of the business to be discussed.

**7. Recruitment of Locum Town Clerk**

- (a) To consider the CV and references of an external candidate (recommended by ChALC).
- (b) To note the recommendations of FTC Chair following a virtual interview held on 30th September and subsequent meeting held on 6th October.
- (c) To approve the appointment of an external candidate to the position of locum Town Clerk for a minimum 3-month period

**8. Close of meeting**

Signed:

Town Clerk

Date: 6/10/2022