



Serving the community

Blaby Parish Council

Manager: Mrs V Jepson

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There will be a **MEETING OF THE STAFF, POLICY & FINANCE COMMITTEE**
in the Acorn Room at Blaby Civic Centre, 22-24 Leicester Road on
Tuesday, 7th November 2017 at 7:00 pm.

AGENDA

1. **Apologies for Absence.**
2. **To Receive Members Disclosures of Interest & Requests for Dispensations in Accordance with the Code of Conduct.**
3. **To Consider Blaby Civic Centre Security Barrier Quotations.**
4. **To Consider Paxton Door System Annual Service Quotations.**
5. **To Consider Councillor Email Addresses.**
6. **To Consider Loft Ladder & Boarding Quotations.**
7. **To Consider Directory Board Quotation.**
8. **To Report Update on Staff Training & Meetings:-**
 - a) **Introduction to Funding Training Course.**
 - b) **First Aid Refresher Training Course.**
9. **To Consider Litter Picker Vacancy.**
10. **To Consider Christmas Working Hours.**
11. **The Review the Council's Level of Insurance – Fidelity Guarantee**
12. **To Consider Risk Management.**
13. **To Review the Effectiveness of the System of Internal Audit.**
14. **To Consider Council Policies.**
 - a) **General Policies.**
 - b) **Cemetery Working Party – Risk Assessment.**
 - c) **Employment Policy 1 – Emails.**
15. **To Consider 2018/19 Budgetary Requirements & Possible New Projects.**
16. **To Consider Grant Applications:-**
 - a) **Citizens Advice Leicestershire.**
17. **Correspondence Received After Issue of Agenda: For Information Only.**
18. **Chairman's Time.**

Members of the Public are welcome to attend the meeting and speak at the Invitation of the Chairman.

Mrs V Jepson

Manager to Blaby Parish Council, 2nd November 2017