

PRESCOT TOWN COUNCIL



Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside L34 5QX

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Dated this 5th day of May 2020

To the Members of the Finance, General Purposes and Human Resources Committee:

Councillors: K. Taylor, M. Burke, G. Wickens, I. Smith, T. Smith, and L. Rigby.

YOU ARE HEREBY SUMMONED TO ATTEND

a meeting of the

**FINANCE, GENERAL PURPOSE AND HUMAN RESOURCES
COMMITTEE FOR THE TOWN OF PRESCOT**

to be held on Thursday 14th May 2020 via ZOOM at

<https://us02web.zoom.us/j/81969986640>

COMMENCING AT 5.00 P.M.

A handwritten signature in blue ink, appearing to read 'Daniel Wilson', is written over a horizontal line.

**Daniel Wilson
TOWN CLERK**

A G E N D A

1. **TO RECEIVE APOLOGIES** Verbal
To receive apologies for absence from committee members

2. **DECLARATIONS OF INTEREST** Verbal
In accordance with Standing Order 4 G.ii members are invited to indicate any interests they may have in relation to items on the agenda for the meeting.

3. **MINUTES OF PREVIOUS COMMITTEE MEETING** (Pages 4-6)
To **APPROVE AND SIGN** the Minutes of the Finance, General Purposes and Human Resources Committee Meeting held on 30th January 2020.

4. **ANNUAL RETURN / ANNUAL ACCOUNTS** (Pages 7-11)
Members are asked to **CONSIDER** the report and **NOTE** the year end position.

5. **ORDERS AND PAYMENT AUTHORISATION** (Pages 12-13)
Members are asked to **CONSIDER** and **APPROVE** the enclosed list of payments for the final quarter of year ending 31st March 2020.

6. **FACILITIES BOOKINGS** Verbal
Members are asked to note the Master Booking Sheet to date. This will be provided on the day.

7. **FACILITIES MANAGEMENT** (Pages 14-17)
Members are asked to **CONSIDER** the report and **APPROVE** recommendations contained within the report.

8. **GROUNDS MAINTENANCE** (Pages 18-20)
Members are asked to **CONSIDER** the report and **APPROVE** recommendations contained within the report.

9. STAFF APPRASALS

(Pages 21-24)

Members are asked to **CONSIDER** the report and **APPROVE** recommendations contained within the report.

10. STAFF FURLOUGH

(Pages 25-27)

Members are asked to **CONSIDER** the report and **APPROVE** recommendations contained within the report.