

BLACKWELL PARISH COUNCIL

Hilcote Community Centre, 544 New Street, Hilcote, ALFRETON Derbyshire DE55 5HU

Tel: 01773 580002 E-mail: clerk@blackwellpc.org.uk



13 August 2026

To: The Finance & HR Committee Members

Dear Councillors Poulter, Newham, Stocks and Burrows

NOTICE OF FINANCE & HR COMMITTEE MEETING

You are summoned to attend a Finance & HR Committee meeting to be held on Wednesday 19th August 2026, 5pm at Hilcote Community Centre.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Kate Poynter'.

Kate Poynter - Clerk

AGENDA

- 1. To receive apologies for absence**
- 2. Declaration of Members Interests**
- 3. Public Speaking (twenty minutes)**
A period of not more than twenty minutes will be made available for Members of the Public and Members of the Council to comment on any relevant matter. No more than three minutes per person.
- 4. To confirm the minutes of the previous Finance and HR Committee Meeting**
- 5. Finance & Governance**
 - a. To consider any updates on the external audits
 - b. To consider any updates on Debt Management
 - c. To consider the approval of a Charity Football Match on Charnwood Recreation Ground – including completion of all documentation
 - d. To consider a second contact for the Lottery bid round 2
 - e. To consider any other urgent financial or governance updates/reports/issues that have arisen
- 6. Staffing**
 - a. To consider the best way forward following the resignation of the Projects and Procurement Assistant – including apprising current job descriptions for all staff and whether additional hours are needed in the office
 - b. To consider any other staffing updates that have arisen
- 7. Date and Time of Next Meeting:**
Full Council: Monday 7th September 2026 at Blackwell Community Centre
FHR Committee: Thursday 22nd October 2026 at Hilcote Community Centre