



*Committed to Improving the Quality of Life in North Hykeham'*

# North Hykeham Town Council

Town Clerk: Mrs M Parker

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15<sup>th</sup> August 2025

Notice is hereby given that a meeting of the Finance & Policy Committee to be held in the Council Chambers, Civic Offices Fen Lane on Thursday 21<sup>st</sup> August 2025 at 7pm, at which the under mentioned business will be transacted.

***Prior to the commencement of the meeting, in accordance with the Public Bodies (Admissions to meetings) Act 1960, a public forum will be held from 7.00pm for a maximum of 15 minutes where members of the public may ask questions or make short statements to the Council.***

Yours faithfully

**M Parker**

Mrs M Parker

Town Clerk to the Council

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## AGENDA

1. To Elect the Chair and, potentially, the Vice-Chair of the Finance and Policy Committee.
2. Apologies for absence and acceptance of reasons given to the Clerk in advance of the meeting.
3. Receipt of any Declaration of Members' Interests under the Localism Act 2011
4. Notes of the Finance & Policy Committee meeting held on 19<sup>th</sup> June 2025 to be approved as Minutes
5. Chair's Items
6. Correspondence and Clerk's items
7. Financial Matters:
  - approval of the Schedule of Payments 1-31 July 2025;
  - review of EMRs and CIL monies, and to consider creating a new EMR for ICT infrastructure
8. To consider a request from E&O committee to use £24,200 from CIL monies to support the purchase of three new pieces of playground equipment (for Village Green, Memorial Park, and St Aiden's Park)
9. To receive the concluded AGAR for 2024-25 and confirm the required publication of associated documents
10. Review of the following policies and documents
  - Civility and Respect Pledge
  - Records Retention (GDPR) Policy
  - Safeguarding Policy
  - Cemetery Policy – as reviewed and recommended by the E&O committee
  - Draft ICT Replacement Policy – new policy
11. To consider a recommendation from C&P committee to release monies from EMR 327 (Twinning) to the North Hykeham Town Twinning Association to meet itemised costs for the visit of the Denzlingen Twinning Association (Sept 2025)
12. Consideration to subscribe to Cloudy IT's GovAssist to provide tailored AI support to council processes
13. Consideration to subscribe to Breakthrough Communications Council Hive service

14. Re-consider the outsourcing of payroll services (as requested at Feb 2025 F&P meeting)
15. Review and develop the committee's 5-year plan
16. **To consider whether the Committee will move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the following confidential agenda items:**
17. Personnel Matters: to receive updates and consider ratification of recommendations from the Personnel Sub Committee