



**Executive Committee Meeting
Tuesday 3rd October 2023 at Arborfield Pavilion 7:30pm**

Public Attendance

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. **If you would like to ask a question at this meeting, please contact the Parish Clerk by 12 noon on the day of the meeting via email at parishclerk@arborfield.org.uk.** (If you are unable to attend you are entitled to send in a written representation). Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

AGENDA

- 1) **Public Participation** (allotted time - 15 minutes)
- 2) **To receive and accept any apologies for absence.**
- 3) **To receive any declarations of interest on items on the agenda**
- 4) **To approve the minutes from the last Executive Meeting held on Monday 3rd July 2023.**
- 5) **To discuss and propose the most effective methods of recruitment and retention of councillors.**
- 6) **To discuss and propose the most effective ways of recruitment and retention of council staff: Handyperson, Gatekeeper, Cleaners.**
- 7) **Half-year budget review – an update by Cllr Murphy and the RFO.**
- 8) **Cllr Fox - to present on our approach to risk management; Council to review current process and implement a new Risk Management policy.**
- 9) **Risk Management - Any RM matters considered urgent.**
- 10) **Date of next meeting – The next executive meeting will be held in January.**