

## Bedwas, Trethomas & Machen Community Council

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20<sup>th</sup> September 2023

**To: All Members of BTMCC Finance, Employment & Policies Committee**

You are summoned to attend a meeting of the Finance, Employment and Policies Committee to be held at the Council Chamber, Bedwas on **Tuesday 26<sup>th</sup> September 2023 in the Council Offices at 7:00pm**

If you are unable to attend this meeting, please send your apologies to [clerk@btmcc.co.uk](mailto:clerk@btmcc.co.uk) or telephone (029) 20885734 prior to the meeting.

*In line with legislation, community council meetings are open to members of the public and press to attend.  
Please contact BTM Council Offices in advance to request joining instructions.  
Members of the press and public can attend on an observation basis only and  
are not permitted to speak during the meeting.*

The business to be transacted is set out in the agenda below. If any member requires further information on any item, please contact BTM Council Offices prior to the meeting.

Yours sincerely,

*Chris Morgan*

Chris Morgan  
Chair, Finance, Employment & Policies Committee

## **Finance, Employment & Policies Committee**

### **AGENDA**

Derek Allford – Chair of BWH has been invited to join the meeting to give the Hall's perspective of the caretaker role. He will leave the meeting after item 8.

- 1.** To note those present and accept apologies
- 2.** To receive and note Declarations of Interest
- 3.** To discuss caretaker job description, recently revised
- 4.** To discuss caretaker hours
- 5.** To discuss ongoing volunteer issues
- 6.** To discuss caretaker's contractual rights
- 7.** To discuss conflict of interest
- 8.** To discuss request for caretaker holidays to be covered by BTMCC
- 9.** Half yearly review of budget and agree any amendments
- 10.** Date of next meeting