

Minutes of the meeting of the **Finance and Staffing and Policy Committee** held on 13 August 2024 commencing at 10.00am at The Pavilion in the Park, Victory Park.

Present: Councillors C Fewster
 G Lindsay
 C White
 D Dale
 D Balster

In Attendance: Jeni Marshall- Clerk

Apologies A Cross

FSP50/24 To receive apologies
 Apologies were received as above.

FSP51/24 To approve the minutes of the last meeting of the Committee
 The minutes of the last meeting (16 July 2024) were approved and duly signed by Councillor ...

FSP52/24 To receive any declarations of interest
 None received.

FSP53/24 To receive any representations from member of the public
 None present.

Finance & Policy Matters

FSP54/24 To verify and sign the bank reconciliation and original bank Statement for July
 The bank statements and reconciliations were scrutinised, approved and duly signed.

FSP55/24 To receive the financial report and consider expenditure in line with the budget
 The Financial Report was considered and duly approved.

FSP56/24 To approve and note invoiced income and expenditure transactions from the 10 July – 7 August 2024
 The income was noted, and the expenditure approved for payment.

Staffing

FSP57/24 To receive an update and discuss the present staffing situation
 The Clerk reported that one member of staff is off sick but the staff are managing well.

FSP58/24 To consider an application for a grounds person position
 The Clerk reported that she has received an application for a Groundperson role and as Council have been discussing an additional position in this team

she felt it would be worth a meeting. Councillors considered the application and felt that the skills the applicant possessed would be a good fit. It was resolved that the Clerk, Councillors Dale and Balster would hold an interview and if the applicant appeared suitable a 3-month trial will be offered. It was further agreed that although the salary has not been budgeted for, the general reserves are healthy, and this will be vired from the reserves to the salary budget.

FSP59/24

To confirm the date and time of the next meeting

The next meeting is scheduled for 17 September 2024.

Signed

Dated

DRAFT