

Minutes of the meeting of the **Finance and Staffing and Policy Committee** held on 19th November 2024, commencing at 11.00am at The Pavilion in the Park, Victory Park.

Present: Councillors D Dale (Chair of Committee)
D Balster
A Cross
C White

In Attendance: Clerk
Assistant Clerk
Administrator

Apologies: C Fewster
G Lindsay

FSP82/24 To note apologies
Apologies were received as above.

FSP83/24 To approve the minutes of the last meeting of the Committee
The minutes of the last meeting of the committee were approved and duly signed.

FSP84/24 To receive any declarations of interest
Councillor Balster declared an interest in agenda item 13 (minute number FSP94/24)

FSP85/24 To receive any representations from member of the public
No members of the public were present.

Finance & Policy matters

FSP86/24 To verify and sign the bank reconciliation and original bank Statements
The debit account was approved and signed. There was a discrepancy in the balance of the current account and the reconciliation which the Clerk will review and bring back to the next meeting.

FSP87/24 To receive the financial report and consider expenditure and income in line with the budget
The report was scrutinised and various budgets discussed. The report was approved,

FSP88/24 To approve and note invoiced income and expenditure transactions from 16th October – 13th November
The income was noted and the expenditure approved for payment.

FSP89/24 To consider the budget in-line with the strategic plan and make recommendations to Full Council
The Clerk discussed updates to the strategic plan as some works have been completed and asked members to consider plans in line with the budget. Members proposed no longer employing a private security company as

It was not proving effective and the reports sent are of poor quality. It was agreed to recommend to Council that more focus is spent on lobbying the police for action.

The rewilding at Hamwell Leaze was also discussed and as the wildflower plugs are not taking after many years trying members agreed to discuss the management further and reduce the costs.

The Clerk suggested that some money should be used for the local youth as projects such as the youth shelter, Victory Park play area, and the bike ramps are nearly complete and the money for the Elm Road Playing Field was now in place. It was agreed to recommend to Council that the Play Rangers are employed for some sessions during the holidays.

FSP90/24

To note the new Unity Trust interest rate

The bank interest rate has dropped from 2.75% to 2.60%. Members noted this and resolved not to change banks as the interest rate was much the same everywhere and they are pleased with how the bank handles the Town Councils accounts

FSP91/24

To carry out an internal control

Councillor Balster carried out the Internal Control with the approval of the committee.

FSP92/24

To consider replacing the key safe for Pavilion Hall hirers

The issue with the old key safe has been resolved so there is no need to purchase a new one.

Staffing Matters

FSP93/24

To note the new NJC pay scales

The NJC Scales were noted, and back payment will be made to staff in their November salaries.

FSP94/24

To discuss the staff appraisals and consider any salary increments

The Clerk and Assistant Clerk gave updates to the committees regarding the appraisals. Two have still to be carried out due to staff sickness.

FSP95/24

To consider the purchase of a new computer monitor for use by the Rangers

It was resolved to purchase a new monitor for the Clerk and give the rangers the older one. It was resolved to spend up to a maximum of £150.

FSP96/24

To confirm the date and time of the next committee meeting

The next meeting will be held on the 17th of December.

Signed

Dated