



CHURCHILL PARISH COUNCIL



FINANCE AND PERSONNEL COMMITTEE

Minutes of the meeting held on Monday 25th March 2019 at 7.30 pm

Present :-

Members of Committee:- Councillors Dev Clutterbuck, Jackie Bush, and Brenden Hill

Also present : Martin Dolton – Clerk of the Council

No members of the public were present.

(The Clerk confirmed that the committee is quorate with 3 members present)

1819/FP/027 Apologies for absence.

Councillor James Hoddell.

1819/ FP/028 To confirm and sign the minutes of the meeting held on 7th January 2019.

The minutes of the meeting held on 7th January 2019 were agreed and signed by the Chair of committee as a correct record.

1819/ FP/029 Declarations of Interest from Councillors.

NIL

1819/ FP/030 Public Participation

There were no members of the public present.

1819/FP/031 To consider the end of Financial Year Spend vs Budget.

Members had been in receipt of the report formulated by the Clerk relating to the spend to date and budget for the current financial year.

RESOLVED :-

The expenditure / income against the budget for the current financial year has been reviewed. The council remain well within budget and no issues are identified. The committee wished it minuted that this demonstrates efficient and effective financial management by the Chair of the committee and the Clerk/RFO.

1819/FP/032 To allocate the Councillor quarterly internal 'Councillor' audits for the year 2019-20.

Members considered and allocated the quarterly internal Councillor audit checks for the upcoming financial year commencing 1st April 2019. It was agreed that due to the elections in May 2019, only the first quarter would be allocated and then the committee allocate the remaining quarters at a future meeting.

Q1 (Check July 2019) : Jackie Bush

1819/FP/033 To consider the suggestion that all meeting papers and supporting reports are added to the agenda on the website for public viewing.

Members considered a suggestion that had been raised by Councillor Bill Carruthers that the agenda of meetings published on the website should include

the supporting reports and documents so that the public has access to them. After discussion the following was agreed:-

RESOLVED :-

The Parish Council will publish all reports and supporting documents with the agenda for future meetings. This to commence after the Annual meeting of the council in May 2019. Confidential reports will not be published to the public. This arrangement to relate to the monthly meetings of the full council and be reviewed at the next meeting of the Finance & Personnel Committee.

CONFIDENTIAL ITEM : Prior to consideration of the following item the committee resolved :-

'That the public be excluded from the meeting during consideration of the below item (Minute 1819/FP/034) on the ground that publicity would be prejudicial to the public interest by reason of the confidential nature of the business.

1819/FP/034 CONFIDENTIAL ITEM : To consider the annual salary review & increments of staff.

Members considered the annual salary review of the three staff employed by the council. It was agreed:-

RESOLVED :-

The Parish Council award the annual incremental salary increases to the three staff employed by the council.

1819/FP/035 Matters for Information

- Jackie Bush sought clarification on the arrangements for the Turnpike cricket protection net to be in place by 1st April.
- A confidential matter was raised that it was agreed will necessitate an additional meeting of this committee, and it was agreed that the meeting will take place on Monday 29th April 2019 at 7.30pm.

There being no further business the meeting closed at 8.30pm

- Next Scheduled Meeting : Monday 29th April 2019

Signed by Chair of Committee

Date