



FINANCE & STAFF COMMITTEE MEETING

Monday 23rd September 2019 Bows Court, Conygre Hall, 7:30pm

MINUTES

Ref:	Minutes	Action
Present:	Josie Pownall (in the Chair), Mary Anne Ansell, Ray Merchant, Janet Durk, Jem Moore and Stan Martin.	
Welcome and Apologies	The Chairman welcomed those attending. Apologies were received from Derek Wheeler.	
Declarations of Interest		
Minutes of last meeting 2 nd January 2019	These were approved and signed as a correct record of the meeting.	
<p>1. Expenditure and income for the first half of 2019/20. The Clerk presented the actual and expected finance from 1st April to 30th September. These were reviewed and some items were clarified. It was noted that:</p> <ul style="list-style-type: none"> • Major expenditure on youth services, public lighting with expected new contracts and investments in facilities on the Conygre field currently remain unclear. • Income from Community Infrastructure Levy, sales from the Hub and Walks Books are uncertain. • The refund from HMRC of VAT of £6,805.12 had been received. <p>2. Budget and management of the Hub Library. This was reviewed and it was noted that the income hoped for will be less than budgeted and efforts to make the Hub more attractive with diverse activities will continue in order to boost demand which would hopefully result in more income. It was noted that the YMCA is planning to increase the rent of the Hub in a proposed Agreement to be considered at the next PC meeting.</p> <p>3. To set Allotment rents for the following year Receipts and expenditure for the allotments since 1976 were presented and reviewed. It was noted that the allotments are £58 in debt to the community. It was noted that it is expected that substantial costs are expected to be incurred in future to be paid for by the PC. As a result, on a vote there was unanimous support to recommend to the Parish Council that the allotments should cover their costs in the long term and so additional income should be raised in advance to cover the expected costs. So, the PC should continue with its plans since 2017 to increase the Rent from £17.50 to £20 a plot in 2020. It was noted that this is still very good value compared to many sites elsewhere.</p> <p>4. Precept, budget, commitments and reserves for the remainder of the year. It was noted that taking account of the points above it is expected that the PC will be close to being on budget for the year.</p>		

CONFIDENTIAL SESSION

The Clerk left the room at this stage.

5. To consider the report from the Staff Appraisal Panel and other staff matters.

The report from the 3-member Panel meeting of 19th September was considered regarding the Clerk's performance, pay grade and professional development. The Clerk returned to the room and was told that that due to his 'excellent' performance in the job that they would recommend to the PC to increase his grade by 3 points to grade SCP27 on the National Joint Council grade and salary system.

6. To report recommendations to the Parish Council.

On a vote it was unanimously supported to make the recommendations above to the next PC meeting.

Clerk

There being no further business the Chairman closed the meeting at 9.50 pm

Chairman: _____

Date: _____