Contact Clerk on 01793 740744 or clerk@chiseldon-pc.gov.uk ****

# *CHISELDON PARISH COUNCIL*

## Extraordinary Full Council meeting & Finance, Policies and Staff Committee

meeting at **Butts Road Chapel,** Thursday 28th June **2018 at 7.30pm**

**AGENDA**

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| 1. **Vote on new Finance Committee Chair** 2. **Vote on new Finance Committee Vice Chair**   **3. Attendances and apologies for absence** |  |
| **4. Declarations of interest** |  |
| **5. Public recess** |  |
| **6. Approval of minutes**  (From 26th April 2018) |  |
| **Matters arising** not on the agenda  **Action points**  **FINANCE**   1. **APPROVE AUDIT FIGURES FOR 2017/2018 FOR ANNUAL REVIEW – See documentation**  * **REVIEW ACCOUNTS** |  |
| **8. Review Accounts for April and May 2018 and vote on approval. – See documentation**  **June to date figures to be provided for information.**   * **VOTE ON EXPENDITURE** |  |
| **9.Discussion & vote on joining WALC again. Current annual cost is £988.00 a year**  **See documentation for what is included in the cover**  **10. Discussion & possible vote on upgrading emails to be more secure for GDPR purposes –** all Cllrs to receive “Chiseldon-pc” email address.  **11. Discussion & vote on B&Q voucher donation to probation service for their work in the parish.**  **12. EGPA APPROVED EXPENDITURE:**   * **RECOMMEND APPROVING BIOS FOR ANOTHER YEAR. FINANCE TO APPROVE** * **REPLACEMENT LID FOR BIN OPPOSITE OAKLEYS** * **TREES AT CRESCENT TO BE CUT BACK AT GROUND HEIGHT. £350. Plus VAT from Allbuild** * **JET WASHING OF PAVEMENTS NEEDED. £80.00 equipment hire and £264 labour costs from Allbuild.** * **2 NEW FIRE DOORS AT REC HALL. iDec quote of £267.20 accepted. Need further cost for painting the doors. Finance to approve new doors.** * **REPAIR PIR LIGHTING AT REC HALL £48.59 plus VAT from KT Electrical.**   **POLICIES & LEASES**  **13. Review Hiscox policy renewal for Washpool insurance £379.85. (exact same cost as 2017)**  **14. NEW GRASS CUTTING CONTRACT FOR CVPA, REC FIELD AND CEMETERIES. EGPA committee voted for Envisage to be awarded the contract for 1 year trial period. FINANCE TO APPROVE.**  **STAFF & HR**  **15. Clerks proposed 2% salary review. In line with SAC recommendations. - See documentation**  **16. Start discussion on managing Clerks workload – various options available – increase Clerks hours, employ an office admin assistant.**  **17. Any other business.**  **(Note, items in AOB cannot have a vote)**  **Next meeting:**  Thursday 23rd August 2018 in the Old Chapel, Butts Road at 7.30pm |  |
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Signed by Clerk:

C. Wilkinson



**Current Committee:** Matthew Harris (Chair), Phil Costigan, Caroline Brady, Matt Clarke, Ian Henderson, Denise Rogers, Michelle Harris

Additional Information: