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**

|  |  |
| --- | --- |
| 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  |  |
|  |  |

Signed by Clerk:

C. Wilkinson



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

Additional Information: