

CHISELDON PARISH COUNCIL



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

Finance, Policies and Staff Committee

meeting at **Butts Road Chapel on Butts Road**, Tuesday 30th April 2019 at **7.30pm**

AGENDA

1. Attendances and apologies for absence

2. Declarations of interest

3. Public recess

4. Approval of minutes

(From 28th Feb 2019)

5. Action points

FINANCE

6. GRANT APPLICATION – Presentation from Glyn Moody from Dorset and Wiltshire Fire & Rescue in regards to “Stay Safe, Stay Alive” roadshow – [see additional documentation](#)

7. Vote on Virement of £20,000 to the rebuilding of the Recreation Hall fund. (From general funds)

- **REVIEW ACCOUNTS**

8. Review Accounts for April 2019 to date. – [See additional documentation](#)

- **VOTE ON EXPENDITURE.**

9. Renewal of SLCC membership for a further 12 months – cost of £175.00

10. Register the Clerk on the CiLCA course to submit work for assessment and gain qualification £350

11. Contracting of temp from employment agency for 10 hours of work costing £11.75 per hour. To clear Clerks filing/accounting backlog.

12. Updating of Cemetery Maps - £70.00 plus VAT from Sanders to get the existing Butts Road maps updated.

13. Renewal of WALC/NALC membership for next 12 months – cost of £989.11

14. Review the introduction of Chairman's allowance which can be used for purchasing small gifts as needed. Cannot use Clerks expenses. See Local Gov Act 15.5 – [See additional documentation](#)

15. Review & Vote on extra work from Sanders for website improvements – [see additional documentation](#).

EGPA COMMITTEE APPROVED EXPENDITURE:

16. Flood light repairs at the Tennis Club - £215.36 plus VAT quote from KT Electrical approved.

**17. Costs of cutting extra hedges agreed on in 2017 parishing additions (Not needed in 2018)
EGPA have secured work for £500 for 2 cuts per season required. Using local landowner and labour from Allbuild. Original quote was £1500.**

CONTRACTS

No items

POLICIES, LEASES & IT

18. New meeting protocol document for review and approval– [see additional documentation](#)

STAFF & HR

19. Handyperson employment. Recommendation from Clerk to employ candidate with immediate effect.

20. Handyperson hours/costs. Discuss and vote on max. hours per week and max. expenses to be approved by the Clerk for workload.

21. Clerks hours and employment of Admin Assistant – discussion and vote if needed.

**22. Items for the next agenda.
(Note, these items cannot be discussed or voted on at this meeting)**

Next meeting: Thursday 27th June 2019. 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 (Vice Chair), Denise Rogers, Michelle Harris, Paul Walton.

Additional Information: