

# CHISELDON PARISH COUNCIL



Contact details:

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**You are summoned to the Finance, Contracts and HR Committee meeting.**  
Tuesday 5<sup>th</sup> July 2022 at 7.30pm at the Old Chapel, Butts Road, Chiseldon.

## **AGENDA**

1. Vote on approval of committee Chairman for the forthcoming year.
2. Vote on approval of committee Vice Chairman for the forthcoming year.
3. Attendances and apologies for absence to be received and approval voted on.
4. Declarations of interest and vote on any dispensations submitted
5. Public recess
6. Approve Minutes from 3<sup>rd</sup> May 2022
7. Action points from 3<sup>rd</sup> May minutes.
8. Vote to approve items 15,16 and 17 as confidential items.

### Exempt items

Certain items are expected to include the consideration of exempt information Finance Committee is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

### **Item restricted:**

## **Items 17,18,19 Staff salary and hours review.**

### **Reason for Restriction:**

Schedule 12(A) Local Government Act 1972, Paragraph (1,2,3):

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that

4. information).

**Condition:**

Information is not exempt if it is required to be registered under-

- The Companies Act 1985
- The Friendly Societies Act 1974
- The Friendly Societies Act 1992
- The Industrial and Provident Societies Acts 1965 to 1978
- The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)
- The Charities Act 1999 Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a).

**9. Review level of insurance cover for Judicial Review challenge and vote on whether to increase cover. See additional information**

**Finance -**

**10. Review details of microsites, website changes and new document formats from Sanders Webworks. Approval to proceed with designs required. See additional information**

**11. Annual review of the "Grants and Donations" policy. See additional information**

**12. Vote on grant request from "The Open Door" in Swindon. See additional information**

**13. Review internal auditors report and vote on any mitigating actions to take. See additional information**

**14. Vote on CPC covering any profit shortfall from the Jubilee fete. See additional information**

**15. Vote on expenditure for "Parish-Online" annual online training course expenditure. £100.** Unlimited access to online courses – all staff.

**16. Contracts – No items**

**HR – Confidential items.** (Public and press to leave the room)

**17. Vote on proposal to extend Clerks weekly hours. See confidential information**

**18. Vote on proposal to extend RFO's weekly hours. See confidential information**

**19. Vote on amendment to spinal point for RFO due to historical inaccuracy. See confidential information**

**20. Items for inclusion on next agenda**  
(Cannot be discussed or voted on at this meeting)

Next meeting: Tuesday 6<sup>th</sup> September 2022 at 7.30pm The Old Chapel on Butts Road.

Signed: C Wilkinson (Clerk) 29.6.2022

*Clair Wilkinson*

**Current Committee:**

Cllrs Matt Harris (Council Chairman & Committee Chairman), Danielle Simpson, Jon Jackson, Andy Rogers (Committee Vice Chairman) Chay Ford and Ian Kearsy.

Legislation that allows the Council to act:

Item 9 insurance LGA 1972 s.111

Item 10 website LGA 1972 s.142

Item 12 & 14. Grants. LGA 1972 s.137 or LG(MP)A 1976 s.19(3)

Item 15 training. LGA 1972 s.111

Item 17,18, 19. Staff salary LGA 1972 s 112(2)

Chiseldon Parish Council under law, has a duty to conserve biodiversity under the Natural Environment and Section 17.

Councillors will review their decisions when required, with these acts in mind, and they will be minuted accordingly.

For more details see our “Biodiversity Duty” and Crime and Disorder” policies which are on our website

[www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk)