

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting of the Finance and General Purposes Committee held at 7.00pm on Thursday, 4th October 2007 at The Institute. Councillors Pelling (Chair), Blessett, Stevens, Wallis and the clerk Mrs Sheila Kostyrka attended.

15 APOLOGIES FOR ABSENCE

Cllr Shinkins (work,) Cllr Stevens arrives at 1.10pm, Cllr Auger did not attend.

16 DECLARATIONS OF INTEREST – None.

17 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 31st May 2007, having been previously circulated, were approved as a true and correct record and signed by the Chairman.

18 TO RECEIVE THE REPORT OF PROGRESS IN RELATION TO MATTERS ARISING FROM THESE MINUTES NOT DEALT WITH ELSEWHERE ON THE AGENDA.

The review of the effectiveness of the internal audit system was referred to a future meeting. The bank mandate still has to be signed by Cllr Stevens, and it was noted that the proposed heating in the Institute was ongoing.

19 TO REPORT ON THE CURRENT FINANCIAL SITUATION

Cllr Pelling agreed the bank reconciliation with the back statements as at the end of August, and initialled the document accordingly.

20 TO CONSIDER THE RECOMMENDATIONS MADE BY COMMITTEES FOR THE 2008-9 ESTIMATES PRIOR TO FURTHER CONSIDERATION AT COUNCIL ON 25.10.07.

Lengthy consideration was given to the estimates and the forthcoming precept, and the first draft is attached at Appendix 1 to this document for further Council consideration.

20 TO CONSIDER STAFF MATTERS:

1. TO REVIEW THE PERFORMANCE OF THE MAINTENANCE WORKER PRIOR TO APPRAISAL

A Private and Confidential document is attached at Appendix 2 to this document.

2. TO CONSIDER THE RETIREMENT POLICY

LCC had advised us that as an employer, we are now required to have formal policies in place for Flexible Retirement and Compensatory payments to individuals granted early retirement on the grounds of redundancy or reasons of efficiency. The document is in the process of preparation and was referred for further consideration at the next meeting.

3. TO CONSIDER THE REVISIONS TO THE NALC MODEL CONTRACT OF EMPLOYMENT

The proposed revisions will be added to the Clerk's contract for checking by Cllr Pelling, and this was referred to the next meeting. It was agreed that a cost of living increase and honoraria would be an agenda item for the next meeting.

21 The next meeting will be held on 6th December 2007 at 7pm in the Clerk's Office.

The meeting ended at 8.45pm

Signed by Cllr Andy Pelling 6th December 2007

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