

Minutes of a Meeting of the Finance & Corporate Governance Committee held on Thursday 13th July 2023 at 19.00 in the Meeting Room, Wem Library, High Street, Wem

Present: - Cllrs D Parry, B Barker, P Broomhall, R Gascoigne, C Granger, D Hill, P Johnson, G Soul, E Towers.

Mrs P O'Hagan (Town Clerk).

1 **Election of Chairman** – to elect committee chairman.

Resolved:- to elect Cllr Parry as committee chairman.

2 **Apologies** - to receive any apologies and reasons for absence.

Resolved:- to note apologies received from Cllrs R Dodd, R Drummond, P Glover.

Absent Cllr Meakin and Hoffman.

3 **Disclosable Pecuniary Interests**

a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
None declared.

b) To consider any applications for dispensation.
None received.

4 **Committee Minutes** - to approve as a correct record the minutes of a meeting of the Finance & Corporate Governance Committee held on 25.5.23.

Resolved:- to approve as a correct record the minutes of the meeting of the Finance & Corporate Governance Committee held on 25.5.23 and they were duly signed by the chairman.

5 **Progress Report** – to note.

Resolved:- to note the report.

6 **Accounts 2023-24 1st Quarter Budget Report for Consideration.**

Resolved:- to note the 1st quarter budget report.

7 **Staffing Sub Committee** – to discuss whether there is a need for the establishment of a staffing sub committee.

The Clerk explained that instead of establishing a staffing sub committee which would report to the Finance and Corporate Governance Committee it may be more appropriate to set up a personnel committee that would report directly to Full Council. However, in order to do this there may be a need to change the delegated functions of the Finance and Corporate Governance Committee.

Councillors expressed the view that it may be more appropriate to consider this more fully at a later date.

Resolved:- to defer a decision on this item to a future meeting of the Town Council.

8 **Reserve Strategy** – to approve.

Resolved:- to approve the Reserves Strategy.

9 **Health and safety**

- To review asset and equipment risk assessments (copies enclosed).
- To review staff/volunteers risk assessments.

Each risk assessment was reviewed and it was

Resolved:- to approve the review of the risk assessments.

10 **Training**

a) Councillor training - to consider planning training quote.

A discussion took place on this item and Councillors stated that they wished for neighbouring Councils to be invited to send a maximum of 2 members to the training the

Resolved:- to approve the quote and organise a training course in September or or October.

b) Staff Training

i) To approve Rialtus refresher training for the Project Assistant

Resolved:- to approve the refresher training on the use of the Rialtus Accounts Package for the Project and Finance Assistant.

ii) to consider fire warden training quote.

Resolved:- to approve the quote for running fire warden training for Town Council staff.

11 **Date and time of next meeting** – to note.

Resolved:- to note that the next meeting of the committee will be held on Thursday 12th October 2023.

12 **Exclusion of press and public**

To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.

Resolved:- to exclude the press and public.

Staffing report - to discuss.

Resolved:- that the Clerk and Groundsman be delegated to draw up a specification for seasonal maintenance contract at Love Lane Cemetery to be considered at the October meeting.

Meeting ended 19.50

Chairman.....