



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Virtual Ordinary Meeting of the Finance and Personnel Committee of the Parish Council Held on 11 January 2021 at 7pm

PRESENT: **Chairman:** Councillor Anne Goody **Councillors:** Christine Heal,
R. Down R. Wardell and the **Locum Clerk** Robin Munday

60/21 To Receive Apologies for absence and to Approve reasons given.

Councillor Keith Robins

61/21 Declarations of Interest:

None

62/21 To approve and sign as a correct record Minutes of the Finance and Personnel Committee meeting held on 10th December 2020.

Proposed by Councillor Down, seconded by Councillor Heal that these be agreed subject to minute 56/20 being amended to say "the chairman "adjourned" the meeting and the chairman "reconvened" the meeting.

63/21 Update Grant Application from Tatworth School;

The Chairman confirmed that further investigation had taken place and the whilst considered a grey area the council could now pay the grant. The item was previously considered on the 22nd October 2020 by the committee, at which time it was recommended for full council approval subject to payment being held until the project was completed.

This was not completed. Agreed that the Chairman should write to the Head Mistress and the Parents & Friends of the School, and then submitted to the next full Council meeting for approval.

64/21 Recommend Budget/Precept for 2020/2021

Draft papers had been prepared and circulated to members.

The Chairman and Councillor Heal had considered and adjusted the results with a view to reducing the overall budget by percentage levels of one or two percent.

Members then examined budgets for all activities.

Finally it was proposed by Councillor Down, seconded by Councillor Wardell , that the precept for the forthcoming year should remain as to previous year (2020-21)

65/21 Confidential Item/Staffing: -

66/21 Agree and Approve Parish Clerk's Contract.

67/21 Agree and Approve Administrative Assistant's Contract

The Locum Clerk left meeting. In principal the draft contracts prepared were considered and recommended for approval at the next full council meeting 14 January 2021.

Date and Time of Next Meeting: 25th February 2021 7pm