



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Finance and Personnel Meeting of Tatworth & Forton Parish Council Held on 6 January 2022 at 7pm Brewer Room, Tatworth Memorial Hall.

Present: Chairman. A Goody, Councillors R Down, C Heal, K Robbins and R Wardell
Clerk N S Tinley

1 Member of Public

01/22 Apologies for absence.

None

02/22 Declarations of Interest.

None

03/22 Approve and sign as a correct record Minutes of the Finance and Personnel Committee Meeting held on 25th November 2021.

Proposed Councillor Down, Seconded Councillor Wardell and agreed that these be accepted.

RESOLVED: That the Minutes of the Parish Council Finance and Personnel Meeting held on 25th November 2021 be signed as a correct record.

04/22 Finalise Budget and Precept in preparation for Full Council

Deputy clerk presented spreadsheet where we are currently against budget and anticipating where the Council will be at year end.

In Conclusions the Council could well have a surplus of £13887

Addition income Zembard Lane Rent £3000, Grant from Jubilee Fields Pond £4380, SCC Grass Cutting contribution £1700 (2 years), Community Infrastructure Levy £1738, Cranford House Waterlake Rd.

The Councillors went through each budget item allocating an amount,

The total budget amount to be recommended to main council for acceptance totalled £62740 with precept remaining at £46800 and £15940 from general reserves.

Proposed by Councillor Goody, seconded Councillor Down. All in favour with Councillor Heal abstaining.

RESOLVED: That these figures be recommended to Full Council at 13th January full council meeting.

05/22 Revise Earmark Funds in preparation for Full Council.

The previous list of earmarked funds was analysed by Councillors and amended, with new earmarked reserves for War Memorial Maintenance, Cemetery Field Expansion, Youth Provision (unspent 21-22) and Parish maintenance Fund.

Proposed by Councillor Robbins, Seconded Councillor Goody. All in favour.

RESOLVED: That these figures be recommended to Full Council at 13th January full council meeting.

06/22 Employment Policies

We have been provided with Bridgwater Town Council policies, these need to be redrafted on Parish headed paper and made appropriate for this parish. When this has been done by the Clerk a working party of all available committee members will go through each policy in preparation for full council.

07/22 To agree Date and Time of Next Meeting.

24 February 2022

Councillor Heal left the meeting

08/22 To resolve to exclude members of the press and public - To agree that agenda item 09/22 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960

One Member of public left meeting

09/22

1) Approve salary rate for Clerk

Proposed Councillor Down, seconded Councillor Wardell. All approved.

RESOLVED: That the Council adopt the local Government spinal Column pay structure and the chairman determine at what level. To be approved by full council.

1) To retain David Mears on payroll as trainer/consultant.

Proposed Councillor Goody Seconded Councillor Down. All approved.

RESOLVED: That David Mears be retained on PAYE Payroll until end of May with a maximum of 10 hours mainly to concentrate on Audit training. To be approved by full council.