

RUDGWICK PARISH COUNCIL

Minutes of the Finance, Policy and Human Resources Committee Meeting held on Monday 16th July 2018 at Rudgwick Hall, Bucks Green, Rudgwick at 7.00 pm.

Present: Councillors: R Wild (Chairman), D Buckley, V Davis, R Landeryou,
P Thompson
Mrs J Foote, Clerk

14/18. There were **no Apologies**.

15/18. There were **no Declarations of Interests** by Members on any items on the agenda and no notifications of changes to Members' Registers of Interest.

16/18. It was **resolved that the Minutes of the previous meeting** held on the 3rd May 2018 (previously circulated) **to be signed as a correct record**. Proposed by Cllr Landeryou seconded by Cllr Davis and unanimously agreed. The Chairman signed the minutes.

17/18. There were **no Matters arising** from the previous meeting.

18/18. There were **no members of the public present** at the meeting.

19/18. It was **resolved to recommend the amended draft Staff Appraisal Policy** (to include formulation and storage action plan) and for **the committee chair to take responsibility for the appraisal process for the Clerk**, to the Full Council for adoption. Proposed by Cllr Landeryou seconded by Cllr Davis and unanimously agreed.

20/18. It was **resolved to recommend the establishment of a working group to meet in October (electronically if necessary and/or appropriate) to consider the salaries budget** for 2019/20 financial year, to satisfy Financial reg 4.4. to the Full Council for adoption. The working group to consist of Cllrs Davis, Buckley (Chairman), Landeryou, Thompson and Wild. Proposed by Cllr Wild seconded by Cllr Davis and unanimously agreed.

21/18. It was **resolved to recommend the noted amendments regarding reserves held under Financial Regulations 4.2 and 4.9** to the Full Council for approval.

- Increase 3 months' running costs reserve from £16,000 to £22,500.
- Redirect £750 from Tip pond and Business directory to traffic calming to increase that reserve to £4,758.
- Redirect £1,000 from RH floor/heating to hallway floor, increasing that reserve to £3,000.
- Redirect £2,050 from specific JH items to general JH refurb.
- Redirect Playing Field road maintenance £4,473 and car park resurfacing £13,500 to RH to combine with car park maintenance £830.

Proposed by Cllr Thompson seconded by Cllr Landeryou and unanimously agreed.
Cllr Buckley thanked Cllr Wild and Parish Office staff for their work regarding the Council's finances.

