Castle Cary Town Council
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MINUTES OF FINANCE AND MANAGEMENT COMMITTEE MEETING
held on Monday 10th October 2022 at 7.00pm

Present: Judi Morison (Chair), Margaret Bebbington, Philippa Biddlecombe, Steve Evans, Carly Franklin, Angela Piggott, Tom Trouton

Clerk: Lisa Davis

The meeting started at 19:00

2022

F008 Apologies for absence
Linda Ball had sent her apologies.

F009 Declarations of personal or pecuniary interest (these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed).
There were no declarations of interest.

F010 Minutes of Finance & Management Committee meeting of 13th June 2022.
RESOLVED: It was proposed and agreed (2 – for, 5 – abstained, 0 – against) that the minutes of the meeting of 13th June be approved, to be signed by the Chair at a later time.

F011 Action points from previous meetings:
There was nothing to report.

F012 To note the Year to date budget report.
Noted

F013 To note the External Auditor report for 2021-22.
Noted

F014 Exclusion of Press and Public To consider exclusion of press and public for remainder of the meeting under *Public Bodies Admissions To Meetings Act 1960*, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information.

F015 Deputy Clerk
To note that the Deputy Clerk has given notice and to consider commencing recruitment activity.
It was noted that the Deputy Clerk had given notice and would leave at the end of February 2023. It was agreed that the Town Clerk would circulate the job description to all Councillors and that discussion would take place with other members of the team to consider the recruitment requirements.
Action 221010/1: Town Clerk

F016 Salary review
To review the Scale Points and pay rates for staff for 2023/24.
The Scale Points and pay rates were reviewed and it was noted that the pay award for 2022/23 had not yet been agreed. It was agreed to include a 5% increase for 2023/24 for budgeting purposes.

F017 Cleaning review

To discuss the cleaning requirements for Town Council owned buildings

The cleaning requirements for Town Council owned buildings was discussed and it was agreed that the Town Clerk would meet with the cleaning staff.

Action 221010/2: Town Clerk

The meeting ended at 20:32

The next meeting of the Finance and Management Committee will be held on Monday 14th November 2022 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 3rd November 2022.