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MINUTES OF FINANCE AND MANAGEMENT COMMITTEE MEETING
held on Monday 13th March 2023 at 7.00pm

Present: Judi Morison (Chair), Margaret Bebbington, Steve Evans and Tom Trouton

Clerk: Lisa Davis

The meeting started at 19:00

2022

F040 Apologies for absence
Philippa Biddlecombe, Pek Peppin and Trevor Oats had sent their apologies.

F041 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.

F042 Minutes of Finance & Management Committee meeting of 14th November 2022 and 13th February 2023
RESOLVED: It was proposed and agreed (2 – for, 2 – abstained, 0 – against) that the minutes of the Finance and Management Committee meeting on Monday 14th November are approved.
RESOLVED: It was proposed and agreed (2 – for, 2 – abstained, 0 – against) that the minutes of the Finance and Management Committee meeting on Monday 13th February are approved.

F043 Action points from previous meetings:
There was nothing to report.

F044 To note the Year to date budget report.
The Year to date budget report up to 28/02/2023 was discussed line by line and noted.

FO45 To agree changes to signatories for CCTC bank accounts
RESOLVED: it was proposed and unanimously agreed to remove Claire Craner-Buckley and add Katie Armstrong as authorised signatory to all CCTC bank accounts.

FO46 To consider grant application from South Somerset Community Accessible Transport for support towards the provision of the CAT Bus for 2023/24
RESOLVED: it was proposed and unanimously agreed to approve the grant of £2,500 for the CAT Bus for 2023/24.

FO47 To review the Disciplinary Policy and Procedure
RESOLVED: it was proposed and unanimously agreed to re-adopt the Disciplinary Policy and Procedure.

FO48 To review the Staff Grievance Policy
RESOLVED: it was proposed and unanimously agreed to re-adopt the Staff Grievance Policy with one small amendment to add Monitoring Officer to Level 3.

FO49 To discuss agreement between Castle Cary Town Council and Cary Cares for Millbrook Hub
RESOLVED: it was proposed and unanimously agreed to suggest that the termination period be reduced from 26 weeks to 13 weeks.

F050 To discuss training opportunities for staff and Councillors
This item was deferred until the next meeting when it was hoped more Councillors would be present.

The meeting ended at 20:16

The date of the next Finance and Management Committee meeting will be Tuesday 11th April 2023. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 30th March.