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**MINUTES OF FINANCE AND MANAGEMENT COMMITTEE MEETING**

**held on Monday 12<sup>th</sup> February 2024 at 7.00pm**

**Present:** Judi Morison (Chair), Frances Alden, Margaret Bebbington, Philippa Biddlecombe and David Gill

**Clerk:** Lisa Davis

**The meeting started at 19:00**

**2023**

**F044 Apologies for absence**

Robert Brown, Angela Piggott and Tom Trouton had sent their apologies.

**F045 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.

**F046 Minutes of the Finance and Management Committee meeting held on 13<sup>th</sup> November 2023 to be signed by the Chair.**

**RESOLVED:** it was proposed and agreed (3 – for, 2 – abstained, 0 - against) that the minutes of the Finance and Management Committee meeting held on 13<sup>th</sup> November 2023 are approved

**F047 To review action points from previous meetings**

No updates

**F048 To note the Year to date budget report**

The Year to date budget report up to 31/01/2024 was discussed line by line and noted.

**F049 To note the Earmarked Reserves report**

Noted

**F050 To discuss the funding pack for submission to 4George as funding advisor for the Pavilion project**

Judi Morison advised that 4George had been used by CCTC in the past. Philippa Biddlecombe reported that the pre-planning request had been submitted and explained that there was a need for the improvements and improved facilities, Dave Gill suggested that planning approval would show the intent. It was agreed that the pack should include a fundraising expectation for the Sports Clubs.

**RESOLVED:** it was proposed and unanimously agreed to recommend that Full Council accept the funding pack for submission to an external fundraiser.

**F051 To note the tender process for the supply and watering of hanging baskets in the town centre**  
Noted

**F052 To agree IT support hours from Zen Computers for 2024/25**  
**RESOLVED:** it was proposed and unanimously agreed to approve 20 IT support hours for 2024/25

**F053 Somerset Council devolution of assets/services- update**  
The Town Clerk confirmed the key points following discussions with Somerset Council Officers.

- The arrangements for recharges for Millbrook toilets would remain the same for 2024/25
- The car park compensation scheme would continue for 2024/25
- No changes would be made to the emptying of litter or dog waste bins during 2024/25

**F054 To review the Debt Policy**  
**RESOLVED:** it was proposed and unanimously agreed to re-adopt the Debt Policy

**F055 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.  
**RESOLVED:** It was proposed and agreed unanimously that in accordance with the *Public Bodies Admissions To Meetings Act 1960*, Section 1 (2), the press and public be excluded on the grounds that discussion of the following business would disclose confidential information.

**F056 Salary review**  
**RESOLVED:** it was proposed and unanimously agreed to approve the scale points and pay rates for 2024/25

The meeting concluded at 21:00 hours.

The date of the next Finance and Management Committee meeting will be Monday 11<sup>th</sup> March 2024. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 29<sup>th</sup> February.