

SAWBRIDGEWORTH TOWN COUNCIL

FINANCE AND POLICY COMMITTEE

Minutes

of the meeting of the Finance and Policy Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 8.45 pm on **Monday 08 December 2014**.

Those present

Cllr Angela Alder
Cllr Eric Buckmaster
Cllr Derek Filler

Cllr Barry Hodges
Cllr Peter Mitchell
Cllr Andrew Wincott

In attendance:

R Bowran - Town Clerk

Mrs J Kenny – Town Projects Manager

F 14/16 APOLOGIES FOR ABSENCE

Received and accepted from Cllr Tom Reeks – College workload.

F 14/17 DECLARATIONS OF INTEREST

To receive Declarations of Interest by Members. There were none

F 14/18 MINUTES

Resolved: To approve as a correct record the minutes of the Finance and Policy Committee held on 15 September 2014 (F02)
[prop Cllr Alder; secd Cllr Filler]

Matters arising.

Minute F14/13. Clerk advised that the “flowcharts” for the grievance and disciplinary procedures has not yet been completed.

F 14/19 APPOINTMENTS AND APPRAISALS COMMITTEE

Resolved: To approve as a correct record the minutes of the Appointment and Appraisals Committee held on 03 November 2014 (SA07)
[prop Cllr Hodges; secd Cllr Alder]

F 14/20 STAFF MATTERS

To consider any matters relating to members of staff.

Clerk reported on the NALC/SLCC agreed pay award for local council staff and it was agreed that they be incorporated into the proposed budget for 2015/16.

F 14/21 FINANCE MATTERS

To consider any matters relating to the financial arrangements of the Council

1. Clerk reported on the balances on the Sawbridgeworth Mayor’s Charity account, now held as a separate account from the council’s main bankers.
2. The Mayor and the Clerk took members through the draft budget for 2015/16. several amendments were made but the overriding principle was established that there should be no increase in the precept, and that a substantial addition be

made to general reserves to bring them to an acceptable level and to provide for an anticipated reduction in funding from the principal authority in future years.

Resolved: that with the amendments discussed, the draft budget for 2015/16 be recommended for approval by full council. *[prop Cllr Alder; secd Cllr Hodges]*

F 14/22 POLICY MATTERS

To consider any matters relating to Policy for the future development of Town Council services to the community. There were none.

F14/23 EXCLUSION OF PRESS AND PUBLIC

Resolved: That pursuant to the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during the consideration of the following item because of the confidential nature of the business to be discussed which relates to contractual matters. *[prop Cllr Alder; secd Cllr Hodges]*

PART 2 ITEM

F 14/24 PERSONNEL MATTER

Clerk reported on the continued absence, for a period of three months, of a member of staff due to sickness and upon advice given by ELAS as to the conduct of the council in this matter.

Resolved: To endorse the actions taken by the Clerk. *[prop Cllr Filler; secd Cllr Alder]*

Meeting Closed at 22:45

The next scheduled meeting of the Committee is on Monday 09 March 2015.