

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL FINANCE
EMPLOYMENT AND POLICY COMMITTEE HELD ON 17th August 2022 VIA ZOOM AT 7.08 PM**

Under the Public Bodies (Admission to Meetings) Act 1960 (S.1 (7) filming and recording of meetings by the press and the public is not permitted.

All votes will be named votes

Present: Cllr Darren Hickery DH (Chair) Cllr Keith Atkins KA, Cllr Susan Rodaway SER, Cllr Ralph Cook RC, Cllr Lynda James LJ, Cllr Jean Marnell JM, Clerk

Apologies:

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

There were no apologies

Declarations of interest None

All votes will be named votes

Questions from the Public relating to items on this agenda (limited to 10 minutes) None

1) To review and agree Quarter 1 figures for recommendation to Full Council

The Clerk presented the Quarter 1 figures covering 1 Apr 2022 to 30 Jun 2022, there were no questions regarding the figures and it was proposed to recommend acceptance of these to Full Council

Proposed by KA seconded by JM agreed by all

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Proposed by SER seconded by RC agreed by all

2) To discuss and review rent for Squiggles nursery from 29th September 2022 to the end of the current lease period – 28th September 2023 for recommendation to Full Council

The current rental agreement was discussed and a new figure agreed for recommendation to Full Council to initiate the 2022-2023 rental discussion and agreement.

Proposed by JM seconded by SER agreed by all

Normal proceedings commenced

3) To review and accept Welsh Language Policy

This item was deferred in order for a working party to review the policy for and to draw up an action plan in time for the Sept Full Council meeting.

- 4) To review and accept Risk Policy**
The Clerk presented the risk policy and the subsequent changes she suggested be made to the Operational and Financial Risk Assessments for the coming year following information she had learnt whilst attending her CiLCA training.
The policy acceptance was proposed by RC seconded by JM agreed by all
- 5) To agree wording and start date for Pavilion Cleaning Contract and Schedule**
It was agreed this item should be deferred to a Covid 19 Sub Committee meeting and that they be given plenary powers to agree the contract. The Clerk was asked to clarify some points with the Football teams and the Cleaners.
Proposed by SER seconded by JM agreed by all with 1 abstention KA.
- 6) To agree to fix the Pavilion Electricity Contract before the 8th of Sept.**
This item was deferred to the end of Quarter 2. No decision was made.
- 7) To discuss and review telephone upgrade along with new mobile contract for recommendation to Full Council.**
The Clerk explained that the current mobile phone had become quite unreliable and as the Vodaphone contract was up for renewal in September, had sourced a quote including a new phone. Vodaphone had been chosen previously due to its coverage in the local area. The Cost of a new 24 month contract with a new phone but without the additional virtual land line would be £30.50 per month. It was proposed that this be recommended to Full Council in September.
Proposed by SER seconded by RC agreed by all
- 8) To agree purchase of new pc for Clerk for recommendation to Full Council**
The Clerk explained that the Council laptop was developing problems and shutting down at very inopportune moments. A few examples were looked at and it was agreed to recommend the purchase to Full Council. A total of £1000 was suggested, and advice would be sought as to the most appropriate model. It was also suggested that we arrange for all data to be transferred from the old machine to the new by the supplier.
Proposed by JM seconded by RC agreed by all

Meeting closed at 9.00pm