

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL FINANCE AND
EMLYMENT COMMITTEE HELD ON 5th April 2022 VIA ZOOM AT 7.40 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 Darran Hickery DH, (Chair) Cllr Ralph Cook RC, Cllr Susan Rodaway SER, Cllr Lynda James LJ, Cllr Malcolm Sims MS, Cllr Arthur Rogers AR, Cllr Jeff Rogers JR, Clerk,

Apologies: None

Absent Cllr Wes Weeks

Declarations of Interest: none

Questions from the Public Limited to 10 mins: none

1. To discuss and agree the Quarter 4 and 2021-22 figures prior to year-end process for recommendation to Full Council

The Clerk presented the quarter 4 and full year 2021-22 reports to the Committee, going through each, line by line and inviting any comments or amendments, none were made and it was proposed that the figures be recommended to Full Council.

Proposed by JR seconded by LJ agreed by all

2. To discuss and agree funding to be ring fenced for recommendation to Full Council, (this is for work planned for 2021 which has slipped or not yet invoiced.)

The Clerk suggested that £8350 for the playpark renovation and £2000 for the cinder paths and boules court refurbishment should be ring fenced to become part of the 2022-23 reserves, as the funds had been allocated for spend in 2021-2022 but due to circumstances beyond our control slipped.

Proposed by RC seconded by LJ agreed by all

3. To agree Asset Register for year ending 31 Mar 2022.

It was proposed that the item be amended to

To agree the Asset Register as at 1 Apr 2022 for recommendation to Full Council

Proposed by JR seconded by SER agreed by all

The Clerk presented the asset register as at 1 Apr 2022 including the additions made during 2021-2022. It was agreed that the figures should be recommended to Full Council.

Proposed by LJ seconded by JR 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 RC seconded by SER agreed by all

4. To discuss and note Staff Appraisal

Cllrs Sims briefed the Committee on the annual appraisal completed for the Playpark and Field Caretaker.

5. To note Employee legislation advice from ACAS/Peninsula

The Clerk gave a brief account of the advice received, which was noted.

6. To discuss and agree amendments to Staff Contract for recommendation to Full Council

Amendments made to the Staff Contract based on the advice given by ACAS/Peninsula were discussed and it was agreed that the amended contract be recommended to Full Council.

Proposed by JR seconded by AR agreed by all

7. To discuss quote regarding HR and Health and Safety support

The Clerk presented the proposal sent to her by Peninsula for HR and Health and Safety Support the details were noted.

8. To note subscription to Brightpay Connect to back up payroll to Cloud.

The Clerk advised the Committee, that, with the agreement of the Chair, a monthly subscription of £1.40 per month had been set up, this would ensure cloud back up of the payroll system.

The meeting closed at 9.08pm