

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL  
FINANCE EMPLOYMENT AND POLICY COMMITTEE  
HELD ON THE 4<sup>th</sup> June 2024 AT 7.00PM**

**Present:** Cllr Lynda James (Chair) LJ, Cllr Keith Atkins KA, Cllr Elsbeth Rodaway ER, Cllr Ralph Cook RC, Clerk.

**Apologies for absence:** Cllr Susan Rodaway SER, Cllr Rachel Carter REC due to work commitments, Cllr Mark Parkinson due to family commitments.

**Declarations of interest:** None

**All votes will be named votes**

**Questions from the Public relating to items on this agenda (limited to 10 minutes)**

**1. To review and accept Internal Auditors report for recommendation to Full Council**

The internal auditors report was examined and discussed and it was agreed to recommend its acceptance to Full Council.

**Cllr Cook joined the meeting at 7.07pm** and joined the discussion.

**Proposed by LJ seconded by KA agreed by all**

**2. To review and agree the AGAR 2023-24 for recommendation to Full Council**

The AGAR was examined and discussed and it was agreed to recommend to Full Council that it should be accepted.

**Proposed by LJ seconded by RC agreed by all.**

**3. To review and agree the use of pre-qualification for suppliers for recommendation to Full Council**

The selection questionnaire was discussed and amendments suggested for recommendation to Full Council

**Cllr Atkins left the meeting due to technical issues at 7.30pm**

**Proposed by LJ seconded by RC agreed by all present**

**Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media will 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 LJ seconded by RC agreed by all present**

**4. To Review and consider implementing the New Model Contracts of Employment for recommendation to Full Council**

The two variations of the Model Contract were examined and discussed and it was agreed to recommend to Full Council that the NJC model be accepted.

**Proposed by LJ seconded by RC agreed by all.**

**5. To agree dates for Staff Appraisals.**

Dates were discussed and set for the staff appraisals

**Meeting closed at 7.50pm**