

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL FINANCE AND
EMPLOYMENT COMMITTEE HELD ON 9th MARCH 2022 VIA ZOOM AT 7.35 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 Jeff Rogers (Chair) Cllr Susan Rodaway SER, Cllr Lynda James LJ, Cllr Malcolm Sims MS, Cllr Arthur Rogers AR, Cllr Ralph Cook RC, Clerk

Apologies for Absence: None

Absent Cllr Wes Weeks, Cllr Darran Hickery

Declarations of Interest: none

Questions from the Public Limited to 10 mins: none

1. To discuss and agree the Quarter 3 figures up to the end of December for recommendation to Full Council

The Clerk presented the reports which had been previously circulated and when through each report line by line. No amendments or movements were suggested and all Chairs were happy with the information provided.

Cllr James left the meeting at 7.52 due to technical difficulties

Proposed by RC seconded by SER agreed by all

2. To discuss and agree successful Contractor for the Ground Maintenance Contract 2022-2025 for recommendation to Full Council

Cllr James re-joined the meeting at 7.57

The Clerk read out the quotes which covered the 3 years of the contract.

Company A – no quote

Company B - field £32459.76, hall £3100.32, burial ground £15210 with no increase

Company C – field £24112.80, hall £2448.00, burial ground £9486 with a 3% increase each year

Company D – field £20153.21, hall £2904.28, burial ground £17625.27 with a 3% increase each year

The quotes were discussed at length, the Clerk gave the Committee the clarification relating to the number of field cuts which had been asked for at the previous Full Council meeting. Company D confirmed that they had quoted for 30 cuts rather than the 34 asked for in the tender.

It was decided to recommend to Full Council that the contract be awarded to the current provider who was revealed to be Company B.

Proposed by AR seconded by MS agreed by all

3. To discuss and agree the publication of the 2022-23 Budget Report for recommendation to Full Council

The Budget report which had been produced by the Clerk was discussed and a few amendments suggested to the wording. It was proposed that the publication of this document should be made to Full Council.

Proposed by LJ seconded by MS 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 LJ agreed by all

The Clerk left the meeting at 8.30

4. To note Employee appraisals

Cllr Cook briefed the Committee on the recent appraisals conducted for the Clerk and Admin Assistant. These were noted, and the councillors expressed satisfaction at the high standards achieved by the employees appraised.

5. To discuss and agree employee salary for recommendation to Full Council.

Councillors agreed unanimously that the decision on salary should be passed to a future Full Council meeting upon completion of CiLCA qualifications by the Clerk

Proposed by RC seconded by MS agreed by all

The meeting closed at 8.33pm