

# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ

## FINANCE AND RESOURCES COMMITTEE

Agenda for the meeting on Tuesday 27<sup>th</sup> February 2018 at 7.30p.m.

### AGENDA

1. **APOLOGIES**
2. **DECLARATION OF INTERESTS**
3. **MINUTES**
  - i. To receive the Finance and Resources Committee Meeting Minutes of 2<sup>nd</sup> January 2018
  - ii Matters Arising
4. **PUBLIC PARTICIPATION**
5. **TOWN HALL INCOME**  
To receive an update of current and projected Town Hall Income
6. **FINANCE REPORT 2017/18**  
To receive latest Finance Report
7. **SALARIES BREAKDOWN SUMMARY FOR 2016/17**  
To receive latest Salaries Breakdown Report
8. **GENERAL RESERVE POLICY**  
Update
9. **BUSINESS PLAN**  
Update
10. **A RESOLUTION that the press and the public be excluded from the meeting due to the confidential nature of the business to be discussed (LGA 1972, schedule 12). The nature of the business will relate to:**  
Salary Scale Review  
Updated Job Description – Events Manager’s Assistant  
Increased Hours – Events Manager’s Assistant

# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ

## **FINANCE AND RESOURCES COMMITTEE**

Agenda for the meeting on Tuesday 27<sup>th</sup> February 2018 at 7.30p.m.

### **11. Salary Scale Review**

#### **RECOMMENDATION FROM FINANCE & RESOURCES COMMITTEE -1<sup>st</sup> July 2014**

The Town Clerk's salary be approved at Salary Scale 43-47 and payment should commence on 1<sup>st</sup> April 2014 at Salary Scale 43. The Salary Scale to be reviewed annually.

**RECOMMENDATION:** Salary Scale be approved.

### **12. Updated Job Description – Events Manager's Assistant**

**RECOMMENDATION:** to approved updated Job Description

**RECOMMENDATION:** Faye Godwin – Events Manager's Assistant hours be increased from 18hrs to 24hrs per week