

MINUTES
FINANCE & RESOURCES COMMITTEE
COUNCIL CHAMBER, TOWN HALL, ROMSEY, HAMPSHIRE
TUESDAY 27th February 2018

ATTENDANCE:

P	Councillor J. Burgess	P	Councillor N. Nicholson
P	Councillor M. Curtis	P	Councillor P. Hurst
P	Councillor D. Baverstock(Chairman)	P	Councillor J. Parker
P	Councillor M. Greggains		

In the Chair: Cllr. D. Baverstock

Clerk: Judith Giles

Public: None

1. Apologies

None

2. Declarations of Interests

None

3. Minutes

- i) To receive the Finance & Resource Committee Meeting Minutes of 2nd January 2018

PROPOSED: Councillor M. Curtis

SECONDED: Councillor J. Parker

CARRIED

- ii) **Matters Arising**

None

4. Public Participation

None

5. Town Hall Income

Noted. As well as having a Wedding License for the Council Chamber and Court Room, the Town Clerk was asked to look into licensing the Mayor's Parlour for weddings and what the cost would be.

6. Finance Report

Noted. The Town Clerk to investigate compiling a list of email addresses of people who come to the Town Hall for film tickets. This would have to comply with the Data Protection Act. The Town Clerk to ask the Building Manager for the costs to refurbish the lights at the bottom of the Hundred/Bell Street

7. Salaries Breakdown Summary for 2016/17

Noted.

8. General Reserve Policy

It was agreed the General Reserve Impact Assessment carried out by Cllr. P. Hurst with information from DCK Beavers be forwarded to all Councillors for their comments.

9. Business Plan

The Business Plan will be presented to Full Council on 20th March 2018.

- 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 be related to: Salary Scale Review
Update Job Description – Events Manager's Assistant
Increased Hours – Events Manager's Assistant

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11. **Salary Scale Review**

RECOMMENDATION FROM FINANCE & RESOURCES COMMITTEE - 1st July 2014

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

RECOMMENDATION: Salary Scale be approved.

RESOLUTION NO. 18/48

It was **RESOLVED** to approve Town Clerk salary scale 43-47

PROPOSED: Councillor M. Curtis

SECONDED: Councillor N. Nicholson

CARRIED

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

RECOMMENDATION: to approved updated Job Description

RESOLUTION NO. 18/49

It was **RESOLVED** to approve updated Job Description with amendments as suggested

PROPOSED: Councillor D. Baverstock

SECONDED: Councillor M. Curtis

CARRIED

13. **Events Manager's Assistant – Increased Hours**

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

RESOLUTION NO. 18/50

It was **RESOLVED** to approve Events Manager's Assistant hours be increased from 18hrs to 24hrs per week

PROPOSED: Councillor M. Curtis

SECONDED: Councillor M. Greggains

CARRIED

The Town Clerk to provide cost and budget code allocation for extra hours approved to the next meeting.

Meeting Closed 8.23p.m.