

**Clerk to the Council/RFO: J Hodgkiss**  
**Chairman: Cllr R Ruscoe**

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Minutes of the **Finance and Personnel Committee** Meeting held at 7:15pm on **Monday 30<sup>th</sup> September** at The Memorial Hall.

- Present: A Price (AP), R Ruscoe (RR), P Stevens (PS), C Teckoe (CT) Chairman, M Underwood (MU)
- JH - Clerk
- F21.24/25 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**  
Apologies were received from Cllr Clarke – ill health.
- F22.24/25 **DECLARATIONS OF INTEREST**  
None
- F23.24/25 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**  
None
- F24.24/25 **MINUTES**  
**RESOLVED:** PS proposed to approve and sign the minutes of the Finance Committee meeting held on Monday 22<sup>nd</sup> July 2024, seconded by MU and agreed by all members present.
- F25.24/25 **BANK RECONCILIATION**  
Members noted that the Bank Reconciliation for all accounts, including Petty Cash to 31 August 2024 has been checked & approved by Cllr. Ruscoe.
- F26.24/25 **BUDGET POSITION TO DATE**  
Members noted the current budget position and any variances highlighted.
- F27.24/25 **RECRUITMENT UPDATE**  
Interviews to take place on October 11<sup>th</sup> for the Handyperson vacancy.
- F28.24/25 **EXCLUSION OF THE PRESS AND PUBLIC**  
None present
- F29.24/25 **APPRAISALS**  
Members were able to read recent staff appraisal documents and they were noted.
- The Clerk left the meeting, notes were taken by RR.
- F30.24/25 **STAFFING MATTER**

**RESOLVED:** MU proposed to recommend approval to Full Council a pay award for the Clerk and Deputy Clerk, seconded by CT and agreed by all members present.

DRAFT