

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE & PERSONNEL COMMITTEE
held on Thursday 29th October 2020 on Zoom.US at 7.15pm

Present:

Councillor G Rose (Chair)	Councillor H Lacey (ex officio)
Councillor N Dobson (Vice Chair)	Councillor M Roake
Councillor A Donaldson	Councillor R Taylor

In Attendance: Councillor J Janes, Councillor M Jones, Emma Lindsay (Town Clerk), Kate Squire (Finance Officer)

Apologies: Cllr C Fraser

MINUTE NUMBER	COMMENTS	RESOLUTION <i>For each item, the proposer is named first followed by the seconder</i>
FP/29/20	PUBLIC SESSION No comments were made or questions asked.	
FP/30/20	APOLOGIES FOR ABSENCE Apologies were received from Cllr Fraser The apologies were accepted by the members present.	Cllr Rose Cllr Lacey
FP/31/20	DECLARATIONS OF INTERESTS AND DISPENSATIONS No declarations were declared and consequently no written dispensations had been received.	
FP/32/20	MINUTES OF THE PREVIOUS COMMITTEE MEETING The minutes of the Finance & Personnel Committee Meeting held on 23.07.20 having been circulated and publicised prior to the meeting were taken as read and approved for signature by the committee chairman as a true and correct record.	Cllr Rose Cllr Lacey
FP/33/20	STATEMENT OF ACCOUNTS The Town Clerk presented the Balance Sheet as at 30 th September 2020. The Balance Sheet as at 30.09.2020 was approved.	Cllr Rose Cllr Donaldson
FP/34/20	BUDGET COMPARISON The Town Clerk presented the Budget Comparison as at 30 th June 2020. The Budget Comparison as at 30.09.2020 was approved.	Cllr Dobson Cllr Roake
FP/35/20	APPROVAL OF PAYMENTS FOR INVOICES IN EXCESS OF £2000 CHECKED BY CLLRS ROSE AND DONALDSON The Payments in excess of £2000 were approved.	Cllr Rose Cllr Donaldson
FP/36/20	REPORT ON PAYMENTS MADE UNDER DELEGATION BETWEEN 1.09.2020 AND 30.09.20 The payments made under delegation were noted. Cllrs Rose and Donaldson confirmed they had carried out a sample check in line with the delegated payment process.	

FP/37/20 REPORT ON ROUTINE MONTHLY CHECKS
Cllr Rose confirmed that he had completed the monthly checks for July, August and September 2020 and reported that all were correct.

FP/38/20 APPOINTMENT OF RECRUITMENT PANEL
The committee discussed the contents of the previously circulated report.
The Committee resolved to convene a recruitment panel to manage all matters relating to the recruitment and interim arrangements of appointing a new Town Clerk. The members of the panel will be Cllrs Fraser, Lacey and Rose.

Cllr Donaldson
Cllr Roake

FP/39/20 DRAFT BUDGET AND PRIORITIES FOR 2021/2022
The Clerk presented the first draft of the budget for 2021/22 including a summary of costs for the projects identified by the Town Council. The committee recognised that the next financial year will be challenging and that further consideration should be given to the projects.

Cllr Rose
Cllr Dobson

FP/40/20 CORRESPONDENCE
The Committee noted correspondence circulated with the meeting papers from the Taboo Theatre Company and accepted the request to repurpose the grant.

FP/41/20 INFORMATION FROM MEMBERS
Cllr Lacey – Raised concerns about a possible increase in use of the Ricketts Lane car park when the proposed new parking charges for Dorset Council owned Car Parks are introduced.

The Chairman declared the meeting closed at 8.03pm

Approved on.....Chairman's signature: