

## **Finance and Resources Committee**

**Committee members, you are SUMMONED to attend a MEETING of the FINANCE AND RESOURCES COMMITTEE on **Tuesday 19<sup>th</sup> November at 7.30pm** to be held in **Bruton Community Hall**. The press and public are also invited to attend.**

*Councillors are reminded that as office holders they are expected to comply with the Nolan Principles and the Council's Code of Conduct as well as showing respect for others in accordance with the law.*

*Before the start of the meeting, in accordance with Standing Order 3 (e) there will be an opportunity for members of the public to comment on agenda items (at the discretion of the Chair of that meeting).*

*In accordance with Standing Order 3 (f) the question/comment time is limited to 3 minutes each, and the session should not exceed 15 minutes (unless directed by the Chair of that meeting). Contributions from members of the public do not form part of the official meeting and will not normally be included in the official minutes unless they are deemed helpful in explaining subsequent Council decisions.*

*Please be aware that the proceedings may be filmed or recorded.*

LNewby

**Lisa Newby**  
**Town Clerk**  
**12<sup>th</sup> November 2024**

### **AGENDA**

**FR24/17: Apologies for absence (LGA 1972 s85(1)).**

To receive and approve any apologies of absence and to approve the reasons given.

**FR24/18: Declarations of interest**

Declarations of Interests Members to declare any interests, including disclosable pecuniary interests, they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any written requests from members for dispensations that accord with the Localism Act 2011 s33 (b-e) (This does not preclude any later declaration).

**FR24/19: [Minutes of the last meeting](#) held on 18<sup>th</sup> June 2024** (LGA 1972 sch 12 para 41 (1)).

To agree the minutes from the meeting on 18<sup>th</sup> June 2024 as a true and accurate record of the meeting.

**FR24/20: Actions from the last meeting.**

To receive a short verbal update from the clerk regarding actions from the last meeting.

**FR24/21: Internal audit report**

To receive the internal audit report from the interim visit on 7<sup>th</sup> November 2024. To discuss any recommendations and to decide next steps.

**FR24/22: Review of Risk Register.**

To review the Risk Register, and consider any changes if required (last reviewed June 2024).

**FR24/23: Reserves Policy.**

To consider the draft Reserves Policy as circulated.

**FR24/24: Review of Earmarked Reserves.**

As part of the budget setting process, review the current level of Earmarked Reserves.

**FR24/25: Community Grant Applications for 2025/26.**

To discuss the Community Grant Applications received for 2025/26 for consideration when budget setting.

**FR24/26: To consider the Town Council budget for 2025/26, and discuss possible precept options.**

**FR24/27: Staffing.**

- a. To note the national pay award has been agreed for 2024/25. For all grades up to SCP 43 the agreed amount is £1290 per annum, and grades from SCP 44 to 62 are increased by 2.5% This is with effect from 1 April 2024, and will need to be backdated. To recommend to full council that this pay rise is implemented and backdated to 1<sup>st</sup> April 2024.
- b. To discuss additional hours worked by officers. A short report has been circulated to councillors which covers additional hours worked by both the Deputy Clerk and the Town Clerk. To discuss the report and decide next steps.
- c. FR24/25: Staffing. To set the schedule for annual reviews for all staff.

**FR24/28: Date of next meeting.**

The next meeting is provisionally scheduled for Monday 13<sup>th</sup> January 2025, in Bruton Community Hall.

**END OF AGENDA**