



Minutes of the Meeting of the Finance and Staffing Committee of Bradwell Parish Council held on Tuesday 17 May 2022 at 7.00pm at the offices of the Parish Council on Glovers Lane, Heelands.

Councillors Present: Councillors Brant (in the Chair), Davy, Evans, Gilpin and Godfrey

Staff: Philip Farquharson (Clerk)

Members of the public: 0

FSC01/22 Election of Chair:

Action: Cllr Brant was elected Chair of the Committee until the first meeting of the Committee after the Annual Meeting in May 2023.

FSC02/22 Apologies: There were no apologies.

FSC03/22 Declaration of interests: No interests were declared in respect of any items on the agenda.

FSC04/22 Public participation: There were no members of the public present.

FSC05/22 Minutes of the last Personnel Meeting:

Action: The Minutes of 02 December 2021 were approved as an accurate record. It was noted the Personnel Working Party had since been dissolved and effectively replaced by the Finance and Staffing Committee.

FSC06/22 Finance Report:

Action: The report on income and expenditure variances to budget for the year ending 31 March 2022 was noted. It was noted no rent from BSSC was received in the last financial year, and that this was on the agenda for the June 2022 FC meeting.

Action: It was resolved that the Clerk and Cllrs Brant and Evans be appointed as signatories to the Parish Council's Savings Account held with the NS and I.

FSC07/22 Payment to balance LGPS from the previous financial year:

Action: It was resolved to approve an £846.83 underpayment in employer contributions for 2021/2022 to balance the account as requested by Buckinghamshire County Council who administer the scheme.

FSC08/22 Exclusion of the Press and public: in view of the confidential nature of the business about to be transacted, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public were temporarily excluded, at the request of the Chair, for the following agenda item.

FSC09/22 Staffing matters:

Action: Confidential minutes refer.

FSC10/22 Policies:

Action: The Committee agreed to recommend to Full Council the Investment Policy and Document Retention Policy.

FSC11/22 HR consultancy:

Action: It was on the agenda to consider three quotes for service provision (see Clerk's report). It was resolved to instruct HR Results to provide HR advice on an ad-hoc basis, within budgetary allocation for the current financial year (£2,000). The Clerk would enquire whether they offered a Health and Safety focus with reference to the Council's employees.

FSC12/22 Items for the Next Agenda: Councillors were reminded they must notify the Clerk of any requested items for the agenda in accordance with the Parish Council's Standing Orders.

Date and time of next meeting: Monday 26 September 2022 at 7:30pm at the Heelands Meeting Place.

The Meeting was declared closed at 9:45pm.