

LUDGERSHALL TOWN COUNCIL



Minutes of the Finance & Policy (FTC) meeting held on Monday 17th October 2022 at 7pm at the Unit 2A, Castledown business park, Tidworth road.

Present: Cllr O White (in the Chair), Cllr M Williams (Vice Chair), Cllr J White, Cllr E Williams, Cllr L Wilkins, & Cllr D Lansley-Smith.

Public: 3

AGENDA ITEM

THIS MEETING WILL BE RECORDED.

208-22/23 1. Apologies for Absence – Cllr L Coombes, Cllr D Lillywhite, Cllr L Ramsey, Cllr J Walker & Cllr N Gregory- The Committee resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.

209-22/23 2. To Receive Declaration of Interests – none

210-22/23 3. Previous Minutes for ratification – none

211-22/23 4. Correspondence – *a) Information re Sale of Rialtas* – accepted

212-22/23 5. Civility & Respect – accepted. Suggestion made to get all councillors to sign. Poster to be put on website- **Office to action.** Agreed to adopt the equality & diversity policy.

213-22/23 6. Policies for review – all policies under review will be in agenda pack - *a) Council Tablet and Email policy*- accepted *b) Councillor/Employee Relations Policy*- accepted *c) Code of Practice in Handling Complaints*- accepted *d) Scheme of Delegation*- accepted - a-c) have small date or legal changes which will be highlighted, d) needs to be updated regarding the changes made to how the council is run i.e., meetings these also will be highlighted. Accepted.

214-22/23 7. New Policies *a) Dignity at Work as recommended by Investigation report* – accepted. Agreed to adopt dignity at work policy and to review in 2 years. *b) LTC Civic Protocol as agreed in Finance Minutes dated 22nd February 2022* – accepted. Agreed to adopt and to review in 5 years.

215-22/23 8. Monthly Finance – any appropriate paperwork in agenda pack or via separate email *a) Statement to end of Month 6*, none yet due to change of accountant dates. *b) Longer Term Savings report*, none yet due to change of accountant dates. *c) any urgent requests for payment* there are 2 invoices from tree technique, one for the tree survey at £714 and one for the trees in the cemetery pathway including reducing the height of the trees at £714, that need to be paid. Accepted.

216-22/23 9. King Charles III Coronation – resolved to not use cinema screens and requested for a street party instead. **Office to action.** Agreed to hold the street party for 4 hours only.

217-22/23 10. Budget/Precept – First draft in agenda pack- discussed & accepted.

Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.

218-22/23 11. Staffing – *a) Salaries – inc. budget*, discussed increase, 36 & 29.5 hours overtime for the admin assistants total for October salaries £4917.88. *b) Training*, admin assistants have finished 2 sections of ILCA and TC is will book training from the investigation report *c) Office-*

the drying company have finished, the loss adjusters have requested for a copy of the quote from the builders- TC confirmed this has been done. Hopeful that work on the office should begin soon. Question re the electrics & whether they have been added onto the claim, TC confirmed they have.

219-22/23 12. [Agenda Points for next month](#) – Car’s parking on the pavements

Please note that the Council cannot lawfully consider or determine any matter which is not specified on the agenda of this summons.

There being no further business to discuss the meeting closed at 08:25pm

Next meeting 27th October 2022

Agenda items to the Clerk 7 days before the meeting.

Signed.....

Date.....