

Minutes of the meeting of the Finance and Human Resources Committee held in the Chamber, Town Hall Windmill Lane, Northam, 9.30am 31st January 2024

- Present:** Cllrs Hodson (Chair), Bach, Edwards, Leather, Tait and the Mayor (Peter Hames) ex-officio
- In attendance:** Mrs M J Mills - Town Clerk
- 2401/706 Apologies:** Cllr Himan and Cllr Whittaker
- 2401/707 Chairman's announcements**
There were none
- 2401/708 Declarations of interest**
Members were reminded that all interests must be declared prior to the item being discussed.
- 2401/709 To agree the agenda between Part A and B (confidential matters)**
Members were reminded that all interests must be declared prior to the item being discussed.
Proposed: Cllr Hodson, seconded: Cllr Leather (All in favour)
- 2401/710 To confirm and sign the minutes of the meeting held 6th December 2023 Pt A**
Proposed: Cllr Leather, seconded: Cllr Tait (all in favour)
and 16th November 2023
Proposed: Cllr Leather, seconded: Cllr Bach (all in favour)
- 2401/711 Action Points**
It was agreed to note the Action Points
- 2401/712 Public Participation**
Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 4 minutes. A question shall not receive a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.
No members of the public were present
- 2401/713 To consider invoices for payment and financial reports**
To include review: reconciliation, lists of payments and receipts, budget information to date and list of outstanding invoices.
It was **resolved** to accept the invoices for payment and financial reports.
Proposed: Cllr Hodson, seconded: Cllr Tait (All in favour)
- 2401/714 To consider applications for funding (requests herewith)**
It was **resolved** to make a grant to SS Freshspring of £100 subject to receipt of a completed application form and all required documentation meeting requirements when presented to the next F&HR meeting.
Proposed: Cllr Bach, seconded Cllr Edwards (All in favour)

It was further **resolved** to make a grant to the Methodist Church of £500 subject to receipt of a completed application form and all required documentation meeting requirements when presented to the next F&HR meeting

Action Points: send application forms to SS Freshspring and the Methodist Church. Agenda next meeting

Cllr Bach gave his apologies and left the meeting

2401/715

To consider reviews

- **Risk review**

This was referred to Review Committee

- **Investment Strategy**

This will be considered after presentations have been received

- **Internal Control**

Copies of HR reports from Worknest requested & meeting numbers tbc

Action Point: Request Deputy TC for copies, check meeting numbers.

2401/716

To receive information on Worknest

Members requested to see reports on visits to NTC

2401/717

To consider a recommendation to Full Council that the balance of the Changing Places toilet facility is funded from projects provision.

It was **resolved** to recommend to Full Council that up to £5000 is provided to the Changing Places toilet facility from Projects Provision.

Proposed: Cllr Hames, seconded Cllr Hodson (all in favour)

Action Point: Recommendation to Full Council agenda.

2401/718

To consider exploring the benefits of NTC joining with other local authorities and organisations in offering a Town Lottery.

Town Clerk to send out the links to the presentation she attended. In depth information required.

Action Point: Town Clerk to send links to the presentation and agenda in the future.

DRAFT