

FINANCE & HUMAN RESOURCES COMMITTEE**12th August 2026 at 6.30pm in the Town Hall, Windmill Lane, Northam.**

Present: Cllrs Hodson (Chair), Newman-McKie (Mayor), Leather, and Whittaker.

In attendance: Guy Langton (Town Clerk & RFO).

2608/214 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)

Cllrs Edwards, Hames, Himan, and Tait offered their apologies, the reasons for which were approved by the committee.

2608/215 Chair's announcements

The Chair made no announcements.

2608/216 To receive any dispensations and disclosable pecuniary or other interests

Members were reminded that all interests must be declared prior to the item being discussed.

2608/217 To agree the agenda as published.

It was **resolved** to amend the agenda, all but four items (approval of the previous minutes, subscription to Grants Online, payroll and HR matters) to the next agenda of this committee. Proposed Cllr Hodson, Seconded Cllr Whittaker (all in favour)

2608/218 To consider the minutes of the Finance meeting held on the 18th July 2026 as a true and correct record

It was **resolved** to accept the minutes as a true and correct record, which were signed by then Chair.

Proposed: Cllr Leather, Seconded: Cllr Whittaker (all in favour)

2608/219 Public Participation

There were no members of the public present.

2608/220 To consider continuing to subscribe to Grants Online

It was **resolved** to continue the Council's subscription to Grants Online at a cost of £200 (inc VAT) and to transfer sufficient funds from the Council's General Projects to meet the deficit in the Subscriptions cost code, estimated to be £497.

Proposed: Cllr Hodson, Seconded: Cllr Leather (all in favour)

Action point: make an internal transfer between the cost codes on the council's accounting software.

*It was **resolved** to exclude members of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960. Proposed: Cllr Whittaker, seconded Cllr Leather (all in favour)*

2608/221 To receive and sign the payroll information sheet for submission, considering overtime claimed

It was **resolved** to approve the payroll submission sheet for August 2026.

Cllr Hodson, Seconded: Cllr Leather (all in favour).

The payroll information sheet was signed by the Chair.

Action points: Submit the information.**2608/222 To receive an update on staffing matters**

A confidential verbal update was received from the Town Clerk & RFO.

*It was **resolved** to readmit members of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960. Proposed Cllr Leather, Seconded: Cllr Hames (all in favour)*

There being no further business the meeting closed at 6:55pm

Signed..... Dated.....

Chair's initials

