

MINUTES of the **Finance, Staffing and Performance Management Committee** Meeting held on Thursday 16 August 2018 at 6:30 p.m. in the Shire House Suite, Shire House, Bodmin.

PRESENT: Chairman, Councillor A M Kerridge, presiding; together with Councillors P Brown, L L Frost, P L G Skea and K W Stubbs.

Councillors J P Cooper (left at 6.54 p.m. and from item FSPM/2018/081) and K J Phillips was also present but did not vote, not being members of this Committee.

IN ATTENDANCE: Mr S Facer (Town Clerk) and Mrs B Briggs (Senior Administration Assistant)

CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES

Councillor Kerridge had no announcements and apologies had been received from Councillors A J Coppin, P T Cooper, J Gammon and S H Kinsman.

FSPM/2018/074 Declarations of Interest

There were no declarations of interest.

FSPM/2018/075 Public Representation Session

There were no members of the public present.

FSPM/2018/076 Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 21 June 2018

It was noted that the Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 21 June 2018 had been before Full Council on 19 July 2018 and they were acknowledged as a true record.

FSPM/2018/077 Any important item of correspondence which the Mayor considers appropriate

There were no items of correspondence for consideration.

FSPM/2018/078 Finance, Staffing & Performance Management Committee – Calendar of notable dates to June 2018

A copy of a draft list of FS&PM Committee Meetings until June 2018 was circulated at the meeting, including a bullet point list under each meeting date detailing key workload drivers and core business to be transacted at each meeting.

The Chairman explained that this is a document she had asked the RFO to produce, as a useful tool in order to see what is coming up over the next year. It was noted that this document was still in draft form due to the RFO going on annual leave.

The Town Clerk commented that this draft paper highlighted some key issues to consider through the forthcoming FS&PM meetings, one such key issue being the implementation of the NJC pay award as part of the 2019/20 budget. He noted that the RFO would bring information to a future meeting but that effectively it relates to the implementation of new spinal column points – combining pairs of existing points into new single points at the lower end. This

was to bridge the gap with the National Living Wage (NLW) by 2020. The National Joint Council Pay Award therefore results in a bottom loading approach (higher increases on the lower pay points) to spinal column points 6-19 to 'close the significant gap' with the NLW.

The Town Clerk advised that the 'NJC 2018 and 2019 payscales and allowances' had been uploaded to Dropbox for Members' reference.

The Town Clerk also noted that South West Councils would be looking to provide some assimilation guidance on this matter in due course and that the RFO would be able to report to a future meeting as more information becomes available.

It was noted that this matter would be covered in more detail under item FSPM/2018/084) later in the meeting.

FSPM/2018/079 **Review of HSBC Investment Portfolio**

A copy of a report produced by the RFO was circulated with the agenda.

It was noted that the questionnaire had been circulated in pdf form, which had made it difficult to complete and return via email. Paper copies of the questionnaire were handed out at the meeting and Members were asked to return them to Officers prior to the 31 August deadline.

The issue of the Council's banking arrangements more generally was raised, with the suggestion that it may be prudent to look at the possibility of moving the Council's current account to a bank which had a branch in the town. The Town Clerk responded that, as a separate exercise, it would be possible to look at the best available current account facility and that move could be considered in the future, although it was noted that any bank's continuing presence on the high street could not be guaranteed / predicted.

FSPM/2018/080 **Risk Management update**

A copy was circulated with the agenda.

The Town Clerk reported that there had been no significant changes on this report as there had not been a Risk Management Working Party meeting since the last update at the Full Council meeting on 19 July. He noted that the next Working Party meeting was scheduled for 13 September.

This report was noted.

FSPM/2018/081 **To consider and, if appropriate, pass for payment the Schedule of Accounts for August**

The Town Clerk noted that, due to the refunds being made to subscribers to the accommodation booking service (item C/2018/148 refers) there were a number of cheques to sign for August. He asked for two Councillors who would be willing to liaise with the Accounts team to arrange a visit to the office to sign these cheques. Councillors L L Frost and K W Stubbs indicated they would be happy to do this.

Councillor J P Cooper left the meeting at 6.54 p.m.

The cost of repairs relating to vandalism was raised and the Town Clerk referred Members to the following payments: ref 4300000929 Proludic Ltd – Victoria Square play area (small roundabout) £473.73 and 4300000938 Town End Glass – Narisa Hall £740.00. It was suggested that the recent costs related to vandalism be publicised on the Council's facebook page to allow the public to see the tangible effects of this damage. The Town Clerk confirmed that this could be arranged and that information could also be included in this post about the concerning trend of bolts on the play equipment being loosened but left in place.

Due to the confidential nature of the next business, it was **RESOLVED** to go into Committee. Please see separate page.