



CastleCaryTown Council

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All members of the Finance and HR committee are summoned to attend the following meeting

Castle Cary Town Council Finance and HR Committee

Thursday 9th February 2017 at 6.30pm at The Market House

Before the meeting there will be a public session to enable people to ask questions of the Council, and make comments. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an Agenda Item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

.....Susan Hake Town Clerk
 3rd February 2017

Agenda

2017	
F001	Apologies for absence
F002	Declaration of interest. Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct, and to note the grant of dispensations made by the town clerk in relation to the business of this meeting.
F003	Exclusions of the press and public: To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors)
F004	Confirmation of minutes of the Finance and HR meeting held on 8th December 2017
F005	Actions and reports from the last meeting not dealt with elsewhere on the agenda Local Council award Budget / Precept request
F006	Correspondence / Grant Requests and Clerks report May meeting clash with Polling day Cemetery fees increased in line with CofE rates effective 1 st January 2017

F007	Barclays online banking (SH) Update on option to undertake online banking via Barclays, target date March 2017.
F008	Earmarked Funds(TP) <ul style="list-style-type: none"> To review the attached schedule and approve the allocation of funds including an increase of the contingency reserve to £60K
F009	Insurance renewal June 2017 review and agreed actions (SH) To review the current policy and agree actions prior to obtaining quotes for April/May F&HR meeting.
F010	Financial Risk Management review (SH) 10.1 To review the report and agree the actions. 10.2 To review signatories and controls for local purchases and compliance with standing orders
F011	Contract Expiry Summary (SH) To review and agree actions on contracts due to expire
F012	Deputy Clerk induction (SH) <ul style="list-style-type: none"> To receive an update
F013	Councillors allowances (TP) <ul style="list-style-type: none"> To review the options for members allowances
F014	Training nominations/ Review training grid (JM) <ul style="list-style-type: none"> Training nominations Review Training grid
F015	Consideration of Risk Assessment training for Councillors (TP) <ul style="list-style-type: none"> To decide on a date for the above training if required
F016	Auto enrolment pension scheme update (SH)
F017	Annual Appraisals (SH) To receive an update on the appraisal programme and agree the Cllrs to conduct the Clerks review.
F018	Confirm date of Next Meeting and agenda items – <ul style="list-style-type: none"> Disaster recovery plan To review the status of the Donald Pither Memorial Charity Review of Financial Regulations