



# 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 6th April 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**  
**31st March 2017**

### Agenda

<b>F019</b>	<b>Apologies for absence</b>
<b>F020</b>	<b>Declaration of interest.</b> 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.
<b>F021</b>	<b>Exclusions of the press and public:</b> To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors)
<b>F022</b>	<b>Confirmation of minutes of the Finance and HR meeting held on 9th February 2017</b>
<b>F023</b>	<b>Actions and reports from the last meeting</b> not dealt with elsewhere on the agenda  Local Council award <b>Consideration of Risk Assessment training for Councillors (TP)</b>
<b>F024</b>	<b>Correspondence / Grant Requests and Clerks report</b>  May meeting clash with Polling day

<b>F025</b>	<b>Barclays online banking (SH)</b> Update on option to undertake online banking via Barclays, target date March 2017.
<b>F026</b>	<b>Insurance renewal June 2017 review and agreed actions (SH)</b> To review the current policy and agree actions prior to obtaining quotes for April/May F&HR meeting.
<b>F027</b>	<b>Financial Regulations review (SH)</b> To review the regulations and re-adopt / amend as required.
<b>F028</b>	<b>Review of Budget and Transaction Reporting (BM)</b>
<b>F029</b>	<b>Contract Expiry Summary (SH)</b> To review and agree actions on contracts due to expire
<b>F030</b>	<b>Training nominations/ Review training grid (JM)</b> <ul style="list-style-type: none"> <li>• Training nominations</li> <li>• Review Training grid</li> </ul>
<b>F031</b>	<b>Auto enrolment pension scheme update (SH)</b>
<b>F032</b>	<b>Discretion policy</b> <b>To review and approve the pension discretion policy</b>
<b>FO33</b>	<b>Annual Appraisals</b> To receive an update on the appraisal programme
<b>F034</b>	<b>Confirm date of Next Meeting and agenda items –</b> <ul style="list-style-type: none"> <li>• Disaster recovery plan</li> <li>• To review the status of the Pither Memorial Charity</li> <li>• Earmarked funds review at May / June meeting</li> </ul>