



DRAFT MINUTES OF FINANCE AND MANAGEMENT COMMITTEE MEETING
held on Monday 13th September 2021 at 7.00pm

Present: Judi Morison (Chair), Margaret Bebbington, Philippa Biddlecombe and Penny Steiner.

Clerk: Lisa Davis

Judi Morison advised that as the Committee was not quorate, no decisions could be made.

The meeting started at 19:00

2021

F031 Apologies for absence

Pek Peppin and Sally Snook had sent their apologies for being unable to attend.

F032 Declarations of personal or pecuniary interest (these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed).

There were no declarations of interest.

F033 Minutes of Finance & Management Committee meetings of 14th June 2021 and Monday 12th July 2021.

RESOLVED: It was proposed and unanimously agreed that the minutes of the meetings of 14th June and 12th July be approved, to be signed by the Chair at a later time.

F034 Action points from previous meetings:

There was nothing to report.

F035 To note the Year to date budget report.

Noted.

The Town Clerk confirmed that a new income budget code had been setup for the Market House donations and it was agreed that the Deputy Clerk would keep a list of donors and send letters of thanks.

Action 210913/1: Deputy Town Clerk

F036 Grant application from Millbrook Surgery – to consider grant application from Millbrook Surgery for Flexercise Group and Memory Café.

RESOLVED: It was proposed and unanimously agreed to approve a grant of £150 for Flexercise Group and Memory Café.

F037 Grant application from Castle Cary Carnival Club – to consider grant application from Castle Cary Carnival Club.

RESOLVED: It was proposed and unanimously agreed to approve a grant of £150 towards the lanterns for the carnival.

F038 Castle Cary Carnival - to consider the funding the toilets to be used at Castle Cary Carnival.

RESOLVED: It was proposed and unanimously agreed to fund the toilets for Castle Cary Carnival.

- F039 Solar Streets BrutonCaryPlus Community Fund – to consider allocation of £150 funding received from Solar Streets BrutonCary Plus.**
RESOLVED: It was proposed and unanimously agreed to allocate £150 funding received from Solar Streets BrutonCaryPlus to the Community Larder.
- F040 To note the budget/precept schedule for 2021-22 and consider any amendments.**
Noted.
- F041 Exclusion of Press and Public** To consider exclusion of press and public for remainder of the meeting under *Public Bodies Admissions To Meetings Act 1960*, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information.
- F042 Review of staff pay rates**
Staff Scale Points were reviewed and hourly rates agreed for staff.
- F043 Recruitment of Market Manager and Market Porter**
- a) To consider proposal to interview for Market Manager and agree contract specification and rate of pay.
RESOLVED: It was proposed and unanimously agreed to interview for the Market Manager role. The contract specification and rate of pay were agreed.
 - b) To consider proposal to interview for Market Porter and agree rate of pay.
RESOLVED: It was proposed and unanimously agreed to interview for the Market Porter role. The rate of pay was agreed.

Members of the Council considered the following matters in the exercise of its functions, that “No member of the public, job applicant, elected member or employee shall receive less favourable treatment on the grounds of gender, race, sexual orientation, marital status or disability”

The meeting ended at 21:07

The next meeting of the Finance and Management Committee will be held on Monday 11th October 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 30th September 2021.