# Minutes of a Meeting of Finance & Personnel Committee

**Held in the King Edward VII Meeting Room, Ascot Racecourse, SL5 7JX**

**On Tuesday 22 February 2022, commencing at 7.00pm**

**Members Present:** Councillors A Sharpe (Chairman), B Hilton (Vice Chairman), L Davison, P Deason & R Wood.

**In attendance:** Cllr C Richardson; Mrs H Goodwin, Clerk to the Parish Council.

**8145 APOLOGIES FOR ABSENCE**

No apologies were received.

**8146 DECLARATIONS OF INTEREST**The chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. None were received.

**8147 MINUTES**The minutes of the Finance and Personnel Committee Meeting held on 23 November 2021 were approved as a correct record and signed as such.

**8148 2022-23 MEETING SCHEDULE**

The draft meeting schedule for the 2022-23 year was discussed and agreed unanimously. It was noted that the schedule for Planning Committee meetings has changed from 3-weekly to one per calendar month; this will be reviewed during the year to ensure that all applications are discussed in a timely fashion. It was also noted that Planning Committee meetings are to be held face-to-face.

**8149 Q3-21/22 FINANCIAL REPORT**

The finance report for the third quarter of the year, to 31 December 2021, was presented and discussed. It was noted that the precept has all been received; leisure capital expenditure is lower than budgeted so far resulting in an excess of income over expenditure and an increase in reserves. Expenses for the full year are expected to be in line with budget with the exception of additional staffing costs and the agreed library consultation. There is expected to be a shortfall in income over the year in the areas of hanging baskets and burial fees. As a result expenditure is expected to be in excess of income by £62K which will be funded by reserves.

**8150 INTERIM STAFF SALARY INCREASE**

The committee agreed to award a 2% pay increase. For officers who were in post at the beginning of the year the increase will be backdated to 01 April; for officers who have joined during the year it will be backdated to the end of their probationary period.

**8151** **MUGA COURT FENCE REPLACEMENT**

The three different quotes were discussed and it was agreed to increase the sum budgeted for repairing and replacing the fencing of the MUGA court to a maximum of £20,000, with the expectation that the contract would be awarded to Chiltern Sports Contractors.

**8152** **COMMITTEE TERMS OF REFERENCE**

There was discussion on the proposed Committee Terms of Reference and it was suggested there should be a contingency built into estimates. It was agreed that this should be addressed in a different document. One change was made to the document – on page 2, bullet point 5, the date of 30 October to be removed and replaced with “in line with the budget programme.” Accepting this change all were in agreement that the Committee Terms of Reference as presented should be recommended to full council.

**8153** **SPEED LIMIT CONSULTATION**

Cllr C Richardson spoke about the paper presented on behalf of the Walking & Cycling Working Group. The committee was in agreement and approved the steps set out by the Working Group for preparing for consultation.

**8154 CHAIRMAN OF LEISURE & CULTURAL COMMITTEE**

The Chairman reported that, since the resignation of the Chairman of the Leisure & Cultural Committee, she has approached the previous chairman, Cllr R Ellison, who has indicated that he will be willing to stand in as Chairman until a new appointment is made in May. Cllr L Davison will continue as Vice-Chairman and all were in agreement to ask Cllr Ellison to take on the role on a temporary basis.

There being no further business, the Chairman closed the meeting at 8.25pm.

Councillor Allison Sharpe, Chairman