

HUNGERFORD TOWN COUNCIL

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MINUTES of the **F&GP Meeting** held on Wednesday 11th May 2022 at 7.00pm in The Library, Hungerford.
Present: Cllrs Winsler, Knight, Simpson, Fyfe and Schlanker. Also, Clerk and RFO

FGP20220039 Apologies for absence – Cllr Shatford

FGP20220040 Declarations of interest – Cllr Knight (Hungerford Library, CHAIN, Citizen's Advice, Hungerford Bowls Club, Hungerford & Camburn), Cllr Schlanker (HABA), Cllr Simpson (Hungerford & Camburn).

FGP20220041 Minutes - To approve and sign the minutes of the F & GP meeting on 16th March 2022

Proposed: Cllr Winsler

Seconded: Cllr Knight

Resolution: Minutes were agreed as a true record. One abstention.

FGP20220042 Receive an update on actions – All actions are complete.

FGP20220043 Propose acceptance of bank reconciliation

Proposed: Cllr Winsler

Seconded: Cllr Simpson

Resolution: Agree bank reconciliation totalling £594,393.19.

FGP20220044 Consider allocation of CIL money for recommendation to Full Council

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: Recommend £20,855.61 is put in a reserve fund for the Skate Park project.

ACTION: Add to Full Council agenda.

It was noted the CIL currently allocated for the JOG project may be rethought if West Berkshire Council are to fund the project.

FGP20220045 Propose appointment of Insurance contractors (using delegated authority of Full Council) – It was noted Insurance premiums have risen steeply this year due to various factors including increased cost of raw materials. The Clerk has approached alternative suppliers for comparative quotations. A lower quote was received, and the current insurers have matched it.

Proposed: Cllr Winsler

Seconded: Cllr Fyfe

ACTION: **Resolution:** Appoint James Hallam our existing insurers to arrange our insurance. *(a cheaper premium has since been negotiated and agreed at ££4,387.26 on a long-term agreement meaning our insurers will hold this premium for 3 years).*

ACTION: RFO to source the additional funds required of approx.£3k from contingency as the budget has been exceeded. *(This action is no longer needed)*

FGP20220046 Consider allocation of grants – refer to circulated report

Proposed: Cllr Winsler

Seconded: Cllr Simpson

Resolution: Recommend to Full Council allocation of grants totalling £10,250 as per the attached spreadsheet.

ACTION: Add to Full Council agenda to ratify

Note: The following additional grants were voted separately because of declarations of interest.

Proposed: Cllr Winser

Seconded: Cllr Simpson

Resolution: Allocate a grant to CHAIN of £1,500. One abstention (Cllr Knight)

Proposed: Cllr Winser

Seconded: Cllr Simpson

Resolution: Allocate a grant to Haha of £600. One abstention (Cllr Schlanker)

Proposed: Cllr Winser

Seconded: Cllr Fyfe

Resolution: Allocate a grant to Hungerford Bowls of £500. One abstention (Cllr Knight)

Proposed: Cllr Fyfe

Seconded: Cllr Schlanker

Resolution: Allocate a grant to Hungerford & Camburn of £1000. Two abstentions (Cllrs Knight and Simpson)

Proposed: Cllr Simpson

Seconded: Cllr Schlanker

Resolution: Allocate a grant to Hungerford Library & Community Trust of £1273. One abstention (Cllr Knight)

Proposed: Cllr Winser

Seconded: Cllr Knight

Resolution: Allocate a grant to Hungerford Youth & Community Centre of £4,800.

ACTION: RFO to arrange payment of the above six grants.

FGP20220047 Note councillor's annual attendance – A spreadsheet showing attendance at council meetings by each councillor was received and noted.

Confidential PART 2

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

FGP20220048 Note staff toil and holidays Employee No.1 – 6, No.13 – 0, No.14 – 19.25.

Proposed: Cllr Winser

Seconded: Cllr Knight

ACTION: Resolution: Employee 14 to cancel one day's holiday booked for April and will take as 6 hours TOIL reducing their TOIL total to 13.25.

FGP20220049 Propose Clerk's H2036 hours for payment – Deferred 1.5 hours accrued so far until next F&GP.

FGP20220050 Propose Clerk's extra hours for payment

Proposed: Cllr Winser

Seconded: Cllr Simpson

ACTION: Resolution: Pay 33.5 hours overtime in May salary. Pay 3 hours in June salary.

FGP20220051 Update on debtors – There are none at present.

FGP20220052 Induction update – Plan almost complete. Date to be set for first month's review.

Meeting closed 8.25pm