



Locking Parish Council

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The Parish Hall, Grenville Avenue,
Locking, North Somerset BS24 8AR

Minutes of a Meeting of Locking Parish Council's Finance and Human Resources Committee held on Thursday 19th October 2023 7.30pm

Meeting opened: 7.30pm

Meeting closed: 9.12pm

Present: Councillors: Chairman Cllr Bearsby, Cllr Jones, Cllr Ashdown, Cllr Lacey, Cllr Tremlett, Cllr Clarke

Also Present: The Clerk

MATTERS FOR DECISION

FHR13 To receive Apologies for absence and to approve reasons where appropriate:

Cllr Carter: Approved
Cllr Prosser: Approved
Cllr Schofield: Approved

FHR14 To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations:

Cllr Tremlett declared a pecuniary interest for Min Ref and

PUBLIC PARTICIPATION

FHR15 To receive and hear any person who wishes to address the Committee: None received

MATTERS FOR DECISION

FHR16 To receive and confirm the Minutes of the Finance & Human Resources Committee meeting held on 15 June 2023.

RESOLVED: That the Minutes of the Committee meeting held on 15/06/2023 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed as such by the meeting Chairman.

FHR17 Review of current budgets and projects for the Financial Year 2023/24.

It was noted that budgets were looking healthy and no issues identified.

FHR18 To receive the Estimates for Locking Parish Council General Account for F/Y 2024/25 and to make recommendations to full Council at its meeting on 7 December 2023 to include the following:

- a) **AGREED** The proposed General Account Budget for Administration with no amendments be recommended for approval to Full Council at its meeting on 7 December.
- b) Salaries for next financial year: **AGREED** to defer until Part Two of this Agenda.
- c) Projects for General Account F/Y23/24 recommendations for Full Council:
- d) **AGREED** that the following be put forward:
 - i. Purchase of Scribe Booking for all Council facility hire (not allotments). **AGREED** the Clerk to organise a demonstration of the software and obtain costings for the next meeting.
 - ii. Purchase of Ride on Lawn Mower to assist the Parish Orderly with his grass cutting commitments. The Clerk to obtain costing for the next meeting.

- iii. Flower show: Cllr Clarke put forward holding an annual Flower show and requested a budget of £500 for the initial purchase of trophies for winners etc.
- iv. Annual Locking Fete: To consider holding the annual fete – budget to be agreed.
- v. Old Banwell Road Car Park: to continue with the works at the car park – budget to be agreed.

FHR19 Items for next Agenda:

- a) Finalise Budgets for Financial year 24/25
- b) Precept 24/25

PART 2

Exclusion of press and public.

(The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item/s below by reason of the confidential nature of the item/s of business to be transacted, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

Cllr Tremlett and The Clerk left the meeting

FHR20 Matters pertaining to staff: This item is minuted in part 2 of these minutes.

There being no further business the Chairman closed the meeting at 9.12 pm.

Signed (Chairman)..... Date.....

**The next meeting of Locking Parish Council's Finance & Human Resources Committee
16 November 2023**