

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## FINANCE COMMITTEE MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON MONDAY 12<sup>TH</sup> AUGUST 2019 at 6.45pm

### Present:

Cllr Mrs Anderton  
Cllr Chalmers (Chair)  
Cllr Curley  
Cllr Mrs Dixon – Dougherty (Mayor Ex Officio)  
Cllr Miss Hutchinson (Deputy Mayor Ex Officio)  
Cllr Pape (Vice Chair)  
Cllr H Potts  
Cllr Wignall

### Also in attendance:

Cllr Connell  
Cllr Hayes  
Cllr Rooke  
Cllr Stephenson

### F1/08/19 Apologies for Absence

Apologies for absence were received from Cllr F Potts in respect of this meeting.

**ACTION**

**Clerk**

### F2/08/19 Declarations of Interest

There were no declarations of interest in respect of this meeting.

### F3/08/19 Chairman's Report

There was no Chairman's Report in respect of this meeting.

### F4/08/19 Management Accounts

The RFO presented the Management Accounts for June and July 2019.

*The RFO left the meeting at 6:51pm*

**RFO**

### F5/08/19 Arrangements for the Review of Staff Roles and Remuneration

Cllr Mrs Anderton advised the Committee that Council staff roles and remuneration had not been reviewed since 2013. At that time, the Council had engaged an independent HR consultancy to examine job roles and descriptions and interview staff. The consultants had provided recommendations to the Council. In view of the current recruitment process for a new Town Clerk it was **RECOMMENDED** that consultants be engaged to work with the new Town Clerk, once appointed, to review the staff structure and the pay scales applied to each post with a view to making recommendations to the Council. Cllr Mrs Anderton undertook to communicate the process for review to staff.

**Cllr Mrs  
Anderton**

### F6/08/19 Councillors' reports and items for future agendas

There were no Councillors' reports and items for future agendas raised in respect of this meeting.

### F7/08/19 Date of the Next Meeting

Councillors noted that the next meeting of the Finance Committee will be held in the Moot Hall on **Monday 9<sup>th</sup> September 2019 at 6.45pm.**

**ALL**

**There being no further business the meeting closed at 7.23pm**

AT THE COUNCIL MEETING ON: **WEDNESDAY 21<sup>ST</sup> AUGUST 2019**

THE CHAIRMAN OF THE COMMITTEE WAS AUTHORISED BY THE COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEIR BEING A TRUE AND ACCURATE RECORD:

**Cllr Jim Chalmers**