

16<sup>th</sup> November 2023

## Coningsby Town Council **HR & Finance meeting**

In attendance all elected members, Cllrs Donnellan, Mason, Walker, Bowen & Bannister

Clerk for meeting Kathy Roberts

1. **To elect a Chairman**  
Cllr Donnellan proposed Cllr Mason as Chairman of the committee, all voted in favour **RESOLVED**
2. **To receive and accept apologies** where valid reasons for absence have been given to the Town Clerk prior to the meeting.  
**No apologies**
3. **To receive declarations of interest** under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members’ Register of Interests and any written requests for dispensation.  
Cllr Mary Walker declared an interest and announced that she would not take part in the wages discussion; Cllr Amanda Bowen declared as she is running the Youth Club.
4. **To consider the Budget proposals**  
The budget proposals set out by the clerks were discussed line by line with the resulting budget and precept being presented for approval at the Nov 23<sup>rd</sup> meeting. See attached copy.
5. **To prepare and agree a statement for presentation at Council meeting to be held on the 23<sup>rd</sup> of November regarding budget proposals.**  
Covered in item 4.
6. **To consider the costings for the Insurance claim for the Multi Use Games Area – prior to discussion at full Council – if available by this date.**  
Insurance company have requested two quotes, and they will also provide an assessment and visit the site – Council is awaiting the two quotes. The insurance company is visiting on Thursday 30<sup>th</sup> Nov.
7. **To consider any applications for grants/ funds from Council.**  
Funding request from the Community Hall was considered and Cllr Bannister Proposed £500 donation was offered no further offers made, this will be put to full Council for approval on the 23<sup>rd</sup> November.
8. **To arrange a date for Clerks Appraisals before May 2024**  
Date set for appraisals for Clerks by Cllr M Mason & Cllr A Bowen 16<sup>th</sup> February 2024 at 1pm Once these have been done the Clerk will in turn carry out the appraisals of all remaining staff, a HR meeting will be required following the completion of all appraisals.
9. **To arrange a date for November 2024 for the HR & Finance meeting 2024 Thursday 14<sup>th</sup> November 2024 6.30pm in the Council office.**

Meeting closed.

Blue is the agenda item – Black the decision.