

# Coningsby Town Council Meeting

## HR and finance committee meeting

### March 13<sup>th</sup> at 7:00pm in the town office

In attendance with Councillor Kevin Moorhouse as chair, Cllrs: Amanda Bowen, Paddy Donnellan and Matthew Mason.

Clerk – Kathy Roberts

Deputy Clerk – Sarah-Louise Kulwicki

1. **Welcome** from chairman - The chairman welcomed all present.
2. **To receive and accept apologies** where valid reasons for absence have been given to the Town Clerk prior to the meeting - None.
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 - None.
4. **Proposal for full council** – 2-year term for committee members to run in line with Mayoral Term of office (May 2026 to May 2028) for continuity in budget review- Recommendation - to be discussed at the next full council meeting.
5. **To review staff appraisals** now completed and any actions to be implemented
  - 1) To discuss the purchase of a laptop – Proposed, seconded and **RESOLVED** to purchase laptop.
  - 2) To discuss uniform replacement needed - Proposed, seconded and **RESOLVED** to purchase uniform required, inc T-Shirts, sweatshirts, coats and jackets.
  - 3) Remuneration – pay scales  
  
Proposed, seconded and **RESOLVED** to increase pay to £16.00 for skilled operative.
  - 4) Review of Council activities – carried out by LALC - Proposed, seconded and **RESOLVED** for LALC to carryout the internal audit for 2025.
6. **Next meeting** of HR and Finance November 20<sup>th</sup>, 2025
7. **To resolve to move into closed session as required-** Under the Public Bodies (admissions to meetings) Act 1960 and the Local Government Act 1972, ss 100 and 102
  - 1) New applications received Office assistant.  
  
Proposed, seconded and **RESOLVED** to interview 3 applicants chosen by the HR committee.

Closed at 8:00pm