

SALTASH TOWN COUNCIL

Minutes of an Extraordinary Meeting of the Personnel Committee held on the Virtual platform Zoom on Tuesday 27th October 2020 at 6.30 p.m.

PRESENT: Councillors: J Dent, M Fox, M Parker, J Peggs, J Rance (Vice-Chairman), B Samuels (Chairman).

ALSO PRESENT: R Lane - Town Clerk, S. Emmett – Finance Officer.

APOLOGIES: Councillor: Peggs possible late arrival.

ANNOUNCEMENTS

The Chairman confirmed that all present could hear the proceedings.

The Chairman confirmed all persons present.

The Chairman confirmed the meeting was quorate.

The Chairman informed all attendees of the meetings procedures.

58/20/21 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

The Finance Officer notified the Chairman that she would be recording the meeting.

59/20/21 DECLARATIONS OF INTEREST:

- a. Declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required:

Councillor	Agenda Item	Pecuniary/Non Pecuniary	Reason
None.			

60/20/21

FINANCE

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

Councillor Peggs joined the meeting.

Councillor Parker joined the meeting.

- b. To set the budget for 2021/22.

It was proposed by the Chairman and seconded by the Vice Chairman that the budget for 2021/22 as attached be submitted to the Policy and Finance Committee including a virement for approval of £15000 from the Personnel Committee Staff Contingency Reserve to the Policy and Finance Staff Contingency EMF.

It was **RESOLVED** to submit the budget for 2021/22 as attached to the Policy and Finance Committee that includes a virement for approval of £15000 from the Personnel Committee Staff Contingency Reserve to the Policy and Finance Staff Contingency EMF.

It was proposed by the Chairman and seconded by Councillor Parker to recommend to the Services Committee a virement of £45,000 from the Services staffing costs budget to the Service Delivery Staff Contingency EMF when the Services Committee sets its 2020/21 budget.

It was **RESOLVED** to recommend to the Services Committee that a virement of £45,000 from the Services staffing costs budget to the Service Delivery Staff Contingency EMF be made when the Services Committee sets its 2020/21 budget for submission to Policy and Finance.

It was proposed by the Chairman and seconded by Councillor Dent to recommend to the Services Committee a virement of £10,000 from the Library staffing costs budget to the Library Staff Contingency EMF be made when the Services Committee sets its 2020/21 budget for submission to Policy and Finance.

It was **RESOLVED** to recommend to the Services Committee a virement of £10,000 from the Library staffing costs budget to the Library Staff Contingency EMF be made when the Services Committee sets its 2020/21 budget for submission to Policy and Finance.

It was proposed by the Chairman and seconded by the Vice Chairman that a Staff Welfare budget be established.

It was **RESOLVED** that a Staff Welfare budget be established.

The Town Clerk lost connection and left the meeting.

61/20/21 **TO RECEIVE THE NATIONAL SALARY AWARD: MINIMUM LEAVE ENTITLEMENT**

It was **RESOLVED** to note

62/20/21 **DATE OF NEXT MEETING**

Tuesday 24th November 2020 at 6.30 p.m.

Rising at 7.38 pm.

Signed _____

Dated _____

DRAFT