



RUDGWICK PARISH COUNCIL

Minutes of the Finance, Policies and Human Resources Committee Meeting of Rudgwick Parish Council held on Wednesday 27th November 2024 at 1.30pm.

Present: Councillors D Buckley, P Kornycky (Chair), S Torn, R Wild (Vice)

Also, taking part: Parish Clerk Anna Clayton, Assistant Clerk Sarah Hall and one member of the public.

FPHR 015-24/25	Apologies for Absence Apologies were received from Cllr Burse and noted . Cllr P Thompson was absent.
FPHR 016-24/25	Declarations of Interest It was resolved unanimously to note that no declarations of interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct were made. FPHR 021-24/25 Cllr D Buckley noted he is a regular hirer of both Jubilee Hall and Rudgwick Hall and would refrain from comment/vote on this agenda item
FPHR 017-24/25	<u>Minutes of Finance, Policies and Human Resources Committee Meeting of 17th July 2024</u> It was resolved unanimously to approve the minutes of the Finance, Policies and Human Resources Committee Meeting held on 17 th July 2024 as an accurate record and for the chairman to sign these. Cllr P Kornycky gave an update on outstanding matters from the last FPHR meeting.
	Cllr S Torn joined the meeting at 1.36pm
FPHR 018-24/25	Public Speaking Session There were no public speakers.
FPHR 019-24/25	Assess adequacy of Capital Reserves (Projects and Sinking Funds) • Business Plan Projects Checklist • EMRs Auditor noted a minus under 570 EMR KGV Feed in Tariff, cannot have a negative EMR, must be rectified by end of financial year. • S106/CIL Checklist It was resolved unanimously to recommend to Full Council to note the Project Checklists, EMRs and S106/CIL and recommend adjustments. Cllr D Buckley to contact Cllr Haynes to obtain JH documentation to enable the JH project to progress. SID Maintenance, to be highlighted at the APM.
FPHR 020-24/25	Set Revenue Budget and Precept for the financial year 1st April 2025 to 31st March 2026 • Wages Spreadsheet. Clerk to check with the payroll provider, the eligibility of the employment allowance. Note an increase of £6,000 to cover salary and the NI increase.

	• Budget Spreadsheet It was proposed to increase the Chairmans allowance from £150 to £300 • Precept Options It was resolved unanimously to recommend to the Full Council that a final, revised draft 2025/26 budget and proposed precept of £122,000 representing a 5% increase (Band D of £84 and £4.00 per year increase) would be presented at the next full parish council meeting in December for discussion and approval. Note the increase in NI has impacted the increase.
FPHR 021-24/25	Hall Hire and Field Hire Charges It was resolved unanimously to recommend to Full Council to resolve; • To implement revised hall hire charges from 1 January 2025 for existing users (new users are already on the latest scales) and for there to be no further hall hire increases before 1 January 2026. • Field Charges to be revised to include a 5% increase and additional fees for users where applicable. • Hirer agreements to be included on December FCM agenda. Docs: Current Hall Hire Charges & Field Users Charges
FPHR 022-24/25	Staffing Committee It was resolved unanimously to recommend to Full Council to note; The creation of a Finance, Policies and Human Resources (FPHR) HR Sub-Committee was recommended to council at the last FPHR committee meeting in July. However, the FPHR committee have decided to revisit this decision and to reassess at the next FPHR meeting if required at a later date.
FPHR 023-24/25	Resolution to exclude the public and press from the business about to be transacted It was resolved unanimously to exclude the public – in accordance with The Public Bodies (admission to Meetings) Act 1960, due to the confidential nature/exempt information.
FPHR 024-24/25	Human Resources It was resolved unanimously to recommend to Full Council to resolve; The confidential recommendations from the meeting: • Roles and responsibilities • Pay scales Confidential report to be circulated at the December meeting.
	Cllr P Kornycky proposed the meeting be extended by 15 minutes, this motion was seconded by Cllr R Wild.
	The meeting was adjourned and standing orders suspended at 3.33pm when the clerk left the meeting. Standing orders were resumed at 4.08pm when the Clerk rejoined the meeting.
FPHR 025-24/25	Date of next meeting: Next 2025 date to be agreed It was resolved unanimously for the next Finance, Policies and Human Resources Committee meeting to take place in February/March 2025 and for the date to be advised.

There being no other business, the Chairman closed the meeting at 4.21pm

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Chairman P Kornycky

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Date