

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Finance and Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Tuesday, 4th April 2023.

Present

Alderman R Easton [Vice-Chairman in the Chair], Mrs DM Easton, Mrs L Johnson and

Apologies for absence were received from Alderwoman Mrs P Ansell, Councillors K Ansell, Ms C Hodgkiss and DR Johnson.

Mrs R Davies [Clerk to the Committee] and Mr J Smith [Administrator and Caretaker] were also present.

1. DECLARATIONS OF INTEREST

Alderman R Easton declared an interest in respect of light bulbs that he had purchased for the Parish Hall.

2. APOLOGIES FOR ABSENCE

As listed above.

3. MINUTES

RESOLVED

That the minutes of the meeting held on 28th February 2023, be approved and signed as a correct record.

4. MATTERS ARISING

John Smith [Finance Officer] explained to the Committee that there had been a pay increase for staff which was straight forward to implement but that he had been paid on the wrong scale for several months and that he was owed a considerable amount of back pay. The other two members of staff had been paid the rights amounts.

Alderman R Easton and Members of the Committee all agreed that John had done an excellent job in both his roles as Administrator and Caretaker and that the problem with the underpayment should be rectified.

RESOLVED

- That the money owing to John be paid over the next 3-4 months or as one-off payment.
- John would produce the final figure that was owed to him.

Agreed and Seconded.

5. ACCOUNTS FOR PAYMENT

A schedule of accounts for payment was circulated at the meeting.

RESOLVED

That authority be given for the payments included on the submitted schedule.

6. FINANCE REPORT

The report showing the income and expenditure as at 4th April 2023, was submitted for information and noted.

At this point in the meeting, Alderman R Easton informed the Committee that he had purchased a bouquet of flowers for Claire, the accountant who had assisted John Smith in his endeavours to complete the VAT digital return.

7. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on Tuesday, 2nd May 2023, at 8.15 p.m.

[Chairman]

2nd May 2023