



Minutes of a Meeting of The Finance & General Purposes Committee  
Held on Tuesday 22nd September at 7.30pm via Zoom

1. Apologies for Absence
  - 1.1. None
2. To receive Declarations of Interest in agenda items.
  - 2.1. None
3. To facilitate public participation with regard to items on the agenda
  - 3.1. None
4. Financial update:-
  - 4.1. The income and Expenditure Sheet was reviewed and was checked against the bank reconciliation.
  - 4.2. It was resolved to appoint Jane Olds as the internal auditor for 2020-21
5. It was agreed that the Risk Review would be updated further using a scoring system of 1-3 for likelihood and 1-3 for severity. These would be multiplied to produce an overall risk score to determine which areas require attention. A column indicating when each item was last amended will also be added.
6. To receive applications for grants:
  - 6.1. Wootton Players – It was RESOLVED to request the exact amount which is owed by the Wootton Players to the Community Centre for hire and to respond to the Wootton Players proposing that other options are explored for financial support.
  - 6.2. Abingdon Eagles – It was RESOLVED to respond to the Abingdon Eagles that the Parish Council is reluctant to provide the grant requested without further details of their future plans. This includes the plans on refurbishing the lights as without these the facility has limited evening use through the coming months, of how long the Abingdon Eagles intend to use the facility and to provide details of the proposals regarding community use of the facility.
7. Staff Matters:
  - 7.1. The Clerk’s hours were reviewed and it was determined that at present the hours are sufficient for the workload. However, it was agreed that an additional 0.5 to 1 day per week extra should be offered to the Clerk for additional project work going forward. If the Clerk is not able to work the additional hours, this would be offered to a second part-time employee.
  - 7.2. It was RESOLVED to approve the adoption of the Local Government Services Pay agreement dated 24<sup>th</sup> August 2020. For the Clerk’s pay scale of SCP22, the annual pro-rata pay has increased from £13159 to £13521 backdated to 1<sup>st</sup> April. An additional payment of £150.85 for the 5 months to date will be made in addition to the monthly pay of £1126.75 in September. Additionally, an extra day’s holiday has been awarded.

Chairman.....A.Ludlow..... Date.....6<sup>th</sup> October 2020.....