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MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 22 SEPTEMBER 2022 at 8:00 PM

Present: Cllr Cole – In the Chair
Ryan Bennett – Clerk to the Council
Amanda Gardiner - Administrative Officer

Present: Cllrs Crabtree, Gallagher, Hughes and Tobin

Voting Members: 5

Members of the Public: 0

FA1633/22 **Apologies for Absence**

Apologies were received and approved from Cllr Montague.

FA1634/22 **Declaration of Interests**

Members were invited to declare interests as appropriate during the course of the meeting.

FA1635/22 **Minutes**

The Minutes under review for this meeting were those of Thursday 23 June 2022.

Resolved:

- That the Minutes of the meeting held on Thursday 23 June 2022 are approved and signed by the Chairman.

FA1636/22 **Matters Arising**

No matters were arising.

FA1637/22 **Representations from the Public**

No representations from the public.

FA1638/22 **Monthly Accounts**

The Clerk took Members through the Management Accounts & Schedule of Payments for months 2, 3, 4, 5 (May, June, July, August 2022).

Resolved:

- That the Management Accounts for Months 2, 3, 4, 5 (May, June, July, August 2022) be approved and signed by the Chairman.
- That the Schedule of Payments for Months 2, 3, 4, 5 (May, June, July, August 2022) be approved and signed by the Chairman.

FA1639/22 **Recruitment of Two Additional Employees**

The Chairman introduced the paper on the recruitment of two additional employees – an events / communications role (part time) and an apprentice ranger. Members discussed the issues of succession planning, providing employment opportunities for local people and the impact that arranging events has on the current team.

Resolved:

- That this committee approves the proposal to recruit two new employees
- That this committee recommends the proposal to Full Council for approval

FA1640/22 **Cash Management**

The Clerk provided a verbal report on the Council's cash management arrangements.

FA1641/22 **Closure**

There being no further business the Chairman closed the meeting at 8.38 pm