



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S FINANCE & GENERAL PURPOSE COMMITTEE HELD ON THURSDAY 16TH SEPTEMBER 2020 AT STOW YOUTH CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 10.30 AM

PRESENT: Councillors: A White (Chairman), M Deacon, M Curtis, M Moseley & Mrs H Siphthorp, Clerk/RFO of the council

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Members were reminded to declare any interests in items on the agenda as they arise.

3. TO ELECT A DEPUTY CHAIRMAN TO HOLD OFFICE TILL MAY 2021

RESOLVED – Proposed Cllr White, seconded Cllr Deacon that Cllr Moseley is elected. **RECORD OF VOTING** – All in favour. **Motion carried.**

4. MINUTES OF MEETING HELD ON 24TH JULY 2020

RESOLVED – Proposed Cllr White, seconded Cllr Deacon that the chairman should sign the minutes as a true and accurate record of the meeting. **RECORD OF VOTING** – All in favour. **Motion carried.**

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

None as no members of public present.

6. CHAIRMAN'S ANNOUNCEMENTS

Nothing to report.

7. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 24TH JULY 2020

Nothing to report.

8. TO DISCUSS REDRAFT OF BUDGET FOR YEAR ENDING 31ST MARCH 2020 AND TO MAKE RECOMMENDATIONS TO COUNCIL

Meeting discussed the redraft spreadsheets. **RESOLVED** – Proposed Cllr White, seconded Cllr Moseley that with a few minor adjustments this will go forward to September council meeting with the recommendation from the committee that it be adopted. **RECORD OF VOTING** – All in favour. **Motion carried.**

9. TO REVIEW AND AMEND IF APPROPRIATE THE FOLLOWING POLICY DOCUMENTS:-

a) Advice Note: Adoption Leave

RESOLVED – Proposed Cllr White, seconded Cllr Moseley that after the figures are brought up to date under "Payment" for statutory payments the document be adopted without further change. **RECORD OF VOTING** – All in favour. **Motion carried.**

b) Grievance Procedure

One member suggested that under "Principles" on page 1 that the employee should be allowed to take anyone to a meeting not just a colleague or Union representative. And similar comments under "Right to be accompanied". **RESOLVED** – Proposed Cllr White, seconded Cllr Curtis that after these amendments the document be adopted without further change. **RECORD OF VOTING** – All in favour. **Post Meeting Note:** Clerk subsequently checked and advised that the changes are not possible as the procedure is defined by law

in the ACAS Code of Practice 2009 as set out in the Employment Act 2008. Therefor motion retracted and document adopted without change.

10. NEXT MEETING: Thursday 12th November 2020 at 10.30 am via Zoom.

11. MEETING CLOSED: 10.58 am.

Signed: _____ Chairman

Dated: _____

DRAFT