Meriden Parish Council

The Pavilion
Meriden Sports Park
10 Main Road
Meriden
CV7 7SP

Minutes of the Finance, Governance and Personnel Committee meeting held at 7.30pm on Monday 12 August 2024 at The Pavilion, Meriden Sports Park.
Councillors Present: Cllr Hughes (Chair), Cllr Eggar, Cllr Woollard and Cllr Murphy.
Clerk: J. McDougall.
Deputy Clerk: C. Cooper (taking minutes)
Apologies: None.
Public Attendees: Two members of the public.

Min No.	Item	Action
25/24 25/24.1	**Apologies and Substitutions** None received.	
26/24 26/24.1	**Declarations of Personal or Prejudicial Interest**. Cllr Eggar declared an interest in the Meriden Sports Park Company.	
27/24 27/24.1	**Public Participation** None.	
28/24 28/24.1	**Minutes of the Finance, Governance and Personnel Committee extraordinary meeting held on 4 March 2024** The minutes were agreed to be a true and accurate record and signed by Cllr Hughes. **Proposed: Cllr Hughes , Seconded: Cllr Eggar**	
29/24 29/24.1 29/24.2 29/24.3 29/24.4 29/24.5	**Financial Planning** The Committee discussed the need for a 4 year financial plan and completed a first draft. Future funding for the Warm Hub was discussed in light of the number of attendees and the current provision of meals. The possibility of obtaining grants was raised given the current requirement of a hot meal through a grant scheme already in place. A brief discussion took place on the amount of funding that small groups of the community should receive. A suggestion that funding from the Sports Park is explored. Cllr Eggar queried who was responsible for maintaining the defibrillator on The Green and for the Parish Council to obtain copies of the maintenance of this equipment. Clerk to check the circuit for this information. The committee discussed the allotments and the Clerk confirmed with the Council that they were in agreement for Dawsons to complete the work to the paths. The meeting adjourned whilst the budget was being updated. **Proposed: Cllr Hughes , Seconded: Cllr Woollard**	 Clerk to discuss with Warm Hub volunteers Clerk to action Clerk to action

Signed: Cllr Hughes **Date: 14/10/2024**

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29/24.6 29/24.7 29/24.8	The meeting readjourned at 20:38. The financial plan showed the Council would be in a deficit over the next 4 years. The Committee requested the Clerk to update the 4 year draft budget showing the deficit impact up to 2029.	
30/24 30/24.1	**2025 – 2026 Budget** The Committee discussed dates for budget planning for the 2025 - 2026 financial year. The draft budget is to be approved before next calendar year and precept to be shared with Solihull Council in January.	
31/24 31/24.1	**Local Government Award Scheme** The committee discussed the different levels of the Local Government Award Scheme. The Clerk and Deputy Clerk are to work on the application and produce a proforma for the next Full Council Meeting to seek support from the Cllrs where required. The Committee confirmed an application for Quality level would be submitted. The fee payable for this is £150. **Proposed: Cllr Hughes , Seconded: Cllr Woollard**	Clerk to action
32/24 32/24.1 32/24.2	**Staff Training** The committee has £500 unbudgeted expenditure available to it. The budget had £500 for training for the 23-24 financial year. The Committee discussed the various different training courses required for the Deputy Clerk and Cllrs. The committee, under its delegated financial power, confirmed an increase of £500 to the training budget. This would take the overall financial budget to £1000, if costs then exceed this amount it would be taken to Full Council Meeting. **Proposed: Cllr Hughes , Seconded: Cllr Eggar**	

Meeting closed at 21:00

Signed: Cllr Hughes **Date: 14/10/2024**