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 6:30pm on Monday 11 November 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: None

Min No.	Item	Action
48/24 48/24.1	**Apologies and Substitutions** None received.	
49/24 49/24.1	**Declarations of Personal or Prejudicial Interest**. Cllr Eggar declared an interest in the Meriden Sports Park Company.	
50/24 50/24.1	**Public Participation** None.	
51/24 51/24.1	**Minutes of the Finance, Governance and Personnel Committee meeting held on 14 October 2024** The minutes were agreed to be a true and accurate record and signed by Cllr Hughes. **Proposed: Cllr Eggar , Seconded: Cllr Hughes**	
52/24 52/24.1 52/24.2 52/24.3 52/24.4 52/24.5	**2025 – 2026 Budget** The Committee had a lengthy discussion regarding the draft budget. Clerk confirmed the main change is the increase in National Insurance contributions. Currently the government will not compensate Parish Councils for the increase. Warm Hub has successfully received grant money and attendees have now increased their contribution. MPC have had confirmation of donations, contributing towards the Christmas lights from A&A, N.R.S and Packington Estate. Clerk to write a letter of thanks to them. Clerk confirmed a 'thank you' will also be published in the Meriden Mag and on the Christmas Carol sheets provided at the Christmas light switch on. Clerk to invite Managing Directors to the Christmas light switch on event. Once the draft budget is completed it can be made available to the public for a consultation period. Cllrs requested some money to be spent on painting the Sports Pavillion. Clerk to request quotes for hybrid meeting technology, teleconferencing and a desk for the office.	Clerk to action Clerk to action

Signed: Cllr Hughes **Date: 06/01/2025**

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52/24.6	Cllrs discussed pallets in the hedge at the allotments. Cllrs to look into this.	
53/24 53/24.1 53/24.2 53/24.3	**Financial Planning** Main points have been covered within agenda item 52/24. Clerk confirmed the Council can determine what reserve they hold. Must be in line with the Reserves Policy. Cllrs suggested holding £77,000 in reserves. Increase Christmas light budget to £2000.	
54/24 54/24.1 54/24.2	**Emergency Planning Policy** Clerk discussed what emergencies should be included in the Emergency Planning Policy. Cllrs listed the following emergencies: • Pandemic • Loss of water supply • Sustained loss of power • Gas leak • Major road incident • Sustained extreme weather PTEC Committee can continue to look at this if required.	
55/24 55/24.1	**Parish Council Sports Park Ownership** Agenda item 55/24 was moved to the end of the meeting to be held in confidential session. A resolution was passed to exclude members of the public and press from the meeting due to the confidential business to be discussed (Public Bodies [Admission to Meetings] Act 1960) This was proposed by Cllr Hughes, seconded by Cllr Woollard. All in agreement. Confidential minutes are not published on the website or noticeboards; Cllrs receive a separate copy of confidential minutes for approval. **Proposed: Cllr Hughes , Seconded: Cllr Woollard**	
56/24 56/24.1	**National Joint Council Pay Agreement** All Cllrs in favour. **Proposed: Cllr Hughes , Seconded: Cllr Woollard**	
57/24 57/24.1	**Christmas Office Opening Hours** The Committee confirmed the Parish Council office would close on Monday 23rd December 2024 and re-open on Thursday 2nd January 2025. The Clerk and the Deputy Clerk would answer phone calls during normal office hours on non-bank holiday week days.	

Signed: Cllr Hughes **Date: 06/01/2025**

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58/24 58/24.1	**Staff Probationary Period** A resolution was passed to exclude members of the public and press from the meeting due to the confidential business to be discussed (Public Bodies [Admission to Meetings] Act 1960) This was proposed by Cllr Hughes, seconded by Cllr Woollard. All in agreement. Confidential minutes are not published on the website or noticeboards; Cllrs receive a separate copy of confidential minutes for approval. **Proposed: Cllr Hughes , Seconded: Cllr Woollard**	
59/24 59/24.1	**Date and Time of the Next Finance, Governance and Personnel Committee Meeting** It was resolved that the next meeting would be held on Monday 6th January 2025 at 6:30pm.	

Meeting closed at 19:29

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Signed: Cllr Hughes **Date: 06/01/2025**