



LANGPORT TOWN COUNCIL

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Council Committee Minutes

Minutes of the meeting of Langport Town Council's Finance & Personnel Committee held on Wednesday 10th January 2024 at 7.00pm

Present:	
Cllr Crumb	Cllr Donald
Cllr Dromgoole	Cllr Glas

FP2023/34 To receive Apologies for Absence and to approve the reasons given. ([LGA 1972 s85 \(1\)](#)) Apologies were received from Cllr Wilson

FP2023/35 Declarations of Interest – Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with *Localism Act 2011 s33 (b-e)*. (NB this does not preclude any later declarations)

No declarations were received

FP2023/36 To approve and sign as a correct record the minutes of the meeting held on Wednesday 29th November 2023 ([LGA 1972 sch 12 para 41 \(1\)](#))

The minutes were considered to be a true and correct record of that meeting and were duly signed by the Chair.

FP2023/37 To present the budget for the year 2024/25

To consider any suggested amendments recommended by the RFO. The Locum Clerk informed that whilst this committee had discussed the budget at a previous meeting, with the Town Clerks return to work in January following a period of sickness absence, it was considered appropriate that she should input to the budget and make any recommended changes. This has now taken place and the Responsible Financial Officer has had an input to the budget and made a few suggested amendments. The Locum Clerk identified the small changes to the budget, which included a reduction in the anticipated income to be generated by the Markets and a small amendment to the amount of funds available for grants. Cllr Crumb proposed the amended budget, seconded by Cllr Donald and unanimously **AGREED**. 4-0-0

FP2023/38 To consider and recommend the precept for the year 2024/25

Based on the amount of income required through the precept, the budget previously agreed requires £114,795 to enable its implementation. This equates to a 7% rise which for a D Band residence is an increase of £15.50 per annum. Cllr Dromgoole proposed, seconded by Cllr Crumb and unanimously **AGREED** that the precept rise of 7% is requested. 4-0-0

FP2023/39 Staff

1. To consider an incremental salary increase for the Deputy Town Clerk.
The Deputy Town Clerk received an appraisal in September 2023 where it was agreed that she should receive an incremental rise in her salary. This decision had inadvertently not been reported to the committee and therefore remains unchanged. Cllr Donald suggested that two incremental points be applied to the Deputy Clerk's salary in recognition of the additional work and responsibilities that she has taken on. Cllr Dromgoole seconded this proposal. The Locum Clerk suggested a small amendment that the salary amendment should be for Morag Kelly and not the position of Deputy Town Clerk. This amendment was included in the proposal and was unanimously **AGREED** 4-0-0.
2. To be informed of the NJC pay award (backdated to April 2023). Settlement of the pay award was announced in November, too late to be included on that month's agenda. A full-time employee would receive a rise of £1,925 back dated to April 2023. Three staff members are part-time and their salaries will be amended accordingly. This item is for information as it is a statutory change in the salary scale and not open for debate. – **Noted.**

The meeting closed at 8.15pm

Signed

Date

DRAFT

