

**CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
24TH FEBRUARY 2020**

PRESENT:

Cllr A Whelan
Cllr M Rouse

Cllr E Carlsson Brown
Cllr C Whelan

1. APOLOGIES

Apologies were received from Cllr Phillips, Cllr Austen and Cllr Lindsay.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 2ND DECEMBER 2019) & MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 2nd December 2019, were agreed and signed by the Chairman as a true record. Pages PFG 72 & 73 refers.

There were no matters arising.

4. BUDGET UPDATE

Members noted the budget update, up to the 31st January 2020. The Clerk explained variances of note to the members. Cllr A Whelan questioned the format of the accounts and how members find them hard to understand. She felt a new system should be put in place. The Clerk confirmed that the format followed the proper practices as set out in the Governance and Accountability for Local Councils – a Practitioners' Guide, which is the legal requirement for parish councils. It was agreed Cllr A Whelan would meet with the Clerk to discuss this further.

5. MOVING FORWARD THE COUNCIL'S STRATEGIC PLAN AND THE GENERAL POWER OF GOVERNANCE

Members agreed the Strategic Plan should move forward. It was agreed a meeting of all the Committee Chairmen would be arranged. A meeting of the Governance Working Group should be organised as soon as possible. It was agreed a staff member needs to be present at all Governance Working Group meetings. The Clerk reminded members that staff consultation has to be undertaken with regards to any proposed changes. The Clerk informed members she would commence the CiLCA qualification following the completion of the year end accounts. She would give regular updates on her progress with this and requested that members did not put any pressure on her to complete this as quickly as possible. Members agreed not to do this.

6. SHARED EQUITY HOUSING ISSUES

Cllr Rouse proposed the annual increase in the rent, as set out in the lease, as per the RPI at the 31 January 2020. This was confirmed as 2.7%, which will result in a monthly rent of £41.00.

The Clerk informed members a prospective purchaser of one of the properties had asked if the Council would consider giving permission for a loft conversion. Members agreed they would agree to this in principle, but this would be subject to approval of the design and planning permission being obtained.

7. COMMUNICATIONS/PR

Nothing to report.

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COMMITTEE CHAIRMAN
27th April 2020

8. HEALTH AND SAFETY ISSUES

The Clerk informed members the annual review of the Council's risk assessments was currently being undertaken and would be reported back to the next Full Council.

9. PERSONNEL ISSUES

Cllr A Whelan proposed that in view of the confidential nature of the business to be transacted under this, that these be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised. This was seconded by Cllr Rouse and agreed to go into Committee at the end of the meeting.

10. ANY OTHER BUSINESS

There was one item that the Clerk raised that Cllr A Whelan proposed that in view of the confidential nature of the business to be transacted under this, that this be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised. This was seconded by Cllr Rouse and agreed to go into Committee at the end of the meeting.

11. DATE OF NEXT MEETING

The next meeting will be on Monday 27th April 2020 at 6.30 pm.

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COMMITTEE CHAIRMAN
27th April 2020