



PENISTONE TOWN COUNCIL

ST. JOHN'S COMMUNITY CENTRE
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Town Clerk: Nigel Bailey
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SUMMONS

9th November 2023

Dear Councillor,

You are hereby summoned to the committee meeting of the Finance and HR Committee to be held on Monday 13th November 2023 at 7.00 pm in the Bar Room in the St. John's Community Centre.

Yours sincerely,

Nigel Bailey
Town Clerk and Responsible Officer

COMMITTEE MEMBERSHIP

Cllr J. Palmer (Chair), A Kimberley (Vice-Chair), Cllr W. Chadburn, Cllr L. Crisp, Cllr J. Cutts, Cllr C. Dodson, Cllr J. Kitching, Cllr M. Lowe-Flello (Town Mayor – ex officio), Cllr F. Nixon, Cllr N. Perkins, Cllr D. Walker.

AGENDA

- 1. To receive any apologies and reasons for absence.**
- 2. To receive any declarations of personal or prejudicial interests.**
 - 2.1** In accordance with Section 31 of the Localism Act 2011 members to declare any disposable pecuniary interests in items on this agenda
 - 2.2** The Town Clerk to report any written dispensations in respect of items on this agenda
- 3 Exclusion of Press and Public – Public Bodies (Admissions to Meetings Act 1960) s. 1 (2)**

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

- 4 To discuss the planning of the budget and precept for the next municipal year. To decide upon next FHR meeting (8th January 2024) being designated as the precept meeting; and that the precept shall be the only matter discussed.
5. Liability insurance claim update – Covea insurance
6. Update on review of internal control checklist – Cllr J. Palmer
7. To consider the PTC staff pay award and scale increments – National pay award agreed 1st Nov 23 by LGA as £1 per hour backdated to April 2023. To make appropriate recommendations to Council.
8. To consider whether the Town Clerk's hours should be increased to 30 and that the Clerk should be awarded an enhanced salary increase due to additional managerial responsibilities. To make appropriate recommendations to Council. – Cllr J. Palmer & Cllr. A. Kimberley
9. Update form Town Clerk on completion of management liability insurance.
10. Date of next meeting (8th January 2024)