

EAST HUNTSPILL PARISH COUNCIL

A **Meeting** of the **Finance Committee** of **East Huntspill Parish Council** was held immediately prior to **Parish Council Meeting** at the Church Hall Church Lane East Huntspill on **Monday 21st February 2005** commencing at **6.45 pm** when the following business was transacted.

PRESENT Councillors Mrs T J Salway (Chairman) together with Messrs Councillor D Barlow and W F Kidner (Vice Chairman) and the clerk Mr B Poole.

3.1 Apologies.

Councillor K Bennett

3.2 To review the Clerks Contract in accordance with the new regulations.

Each Councillor confirmed that they had received the proposed new Contract and the supporting documentation prepared jointly by NALC and SLCC.

The clerk explained that over the last year he had in fact worked some 200 hours more than the proscribed 25 hours per month. Some of this had been occasioned by the one Councillor as previously discussed at the August 2004 Finance Meeting. The following matters were **Resolved**

- That the format of the new recommended Contract as discussed should be adopted in its entirety
- That the monthly hours be increased from 25 to 30 hours per month
- That the necessary action be taken to implement the Gratuity procedure

The Councillors present confirmed that the above agreed headings should be treated on the March Council Agenda as an exempt item and the minutes of this meeting should be held in the "Private" Minute Book.

3.4 Other matters referred to the Clerk.

Presentation of future invoices. The meeting agreed to the suggestion made by the clerk on how this particular agenda item should be processed in the future.