

RUSTINGTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Meeting held on 22 July 2019

PRESENT: Councillors D Rogers (Chairman), J Bennett, Mrs C Broomfield, M Broomfield, M Clayden, Mrs A Cooper, A Cooper, S Partridge, J Street, G Tyler and P Warren

In attendance: Mrs C Harris (Finance Manager/RFO) and Ms R Costan (Assistant Clerk)

69/19 APOLOGIES FOR ABSENCE

There were no apologies for absence.

70/19 DECLARATIONS OF INTEREST

Councillor Mrs Broomfield declared a prejudicial and pecuniary interest in Minute 72/19. In the absence of any discussion in respect of this item, which related to work already undertaken satisfactorily, she remained in the Meeting but took no part in the vote thereon.

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Councillor Tyler declared a prejudicial and pecuniary interest in Minute 77/19. He left the Meeting during consideration of this item and took no part in the discussion and vote thereon.

71/19 MINUTES

The Minutes of the Meeting held on 24 June 2019 were signed by the Chairman as a correct record.

(Prior to consideration of the following item Councillor Mrs Broomfield had declared a prejudicial and pecuniary interest, as the Proprietor of Owen Electrical)

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72/19 PAYMENT OF ACCOUNTS

The Committee RECOMMENDED that the Accounts, as presented, be APPROVED. A copy of these Accounts is attached and forms part of these Minutes.

73/19 MONTHLY BUDGET REPORT

The Committee NOTED the Monthly Budget Report which had previously been circulated to all Members.

74/19 LITTLEHAMPTON & DISTRICT MEN'S SHED

The Clerk reported that the Littlehampton & District Men's Shed (West) Branch had recently undertaken work for Rustington in Bloom, whereby two wooden planters were made to match the external cladding on the Samuel Wickens Centre, for which the only charges made were for materials and transport.

She said that subsequent to this, an approach had been made to the Men's Shed (West) Branch to ask if it would be prepared to repair the wooden 'Millennium Map' Noticeboard, which had been removed over two years before and had not been repaired by the local joinery Company who had decided, after a long period, that it was not able to repair it. She advised that the above-mentioned item had been repaired by the Men's Shed, and the only cost incurred was for the materials used.

A number of other tasks had been carried out previously, including the production of some bird boxes for the Woodlands Wildlife Area and Noticeboards for the three Allotments Sites.

The Chairman reported that the Men's Shed Branch had also helped a number of other local Groups and Organisations, and continued to do so.

The Clerk said that she had spoken to a representative from the Shed who had said that any financial contribution the Council might wish to make towards its expenses, namely rent and tools, would be most gratefully received.

Following a further discussion, the Committee RECOMMENDED that Grant Aid of £250.00 be awarded to the Littlehampton & District Men's Shed (West) Branch towards its general expenses, in appreciation of the work it had carried out thus far for the benefit of the Village, as well as anticipated future similar work.

75/19 EXCLUSION OF THE PUBLIC AND PRESS

The Committee, pursuant to Section 100 of the Local Government Act 1972, RESOLVED that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next three items of business to be transacted.

76/19 LEISURE AND AMENITIES OFFICER

The Clerk referred to Minute 65/19 and advised the Committee that the previously approved Report had contained the following error:-

Item Number 5 - Last Line - SCP 18 should read SCP 8

The Committee NOTED this information.

(Prior to consideration of the following item Councillor Tyler had declared a prejudicial and pecuniary interest, as the member of personnel concerned was a family member)

77/19 MEMBER OF PERSONNEL - LONG TERM SICKNESS ABSENCE

The Clerk referred to Minute 67/19 and reported that the member of administrative personnel concerned had now been declared 'unfit for work' for a further six-week period, which would end on 26 August 2019. She said that the individual concerned would be due, in accordance with the Council's Sickness and Absence Management Policy (Effective prior to 26 March 2018), to have her pay reduced to half-pay with effect from 18 September 2019 (Item 6 - Sick Pay of the Policy refers).

She then drew the Committee's attention to a clause in the aforementioned item of the Policy as follows:-

'The Council reserves the right to use its discretion in respect of support for unexpected, long term illness'

Following a detailed discussion, the Committee NOTED the above information, and RECOMMENDED that the personnel member concerned be placed on half-pay with effect from 18 September 2018, should her period of long-term sick leave continue, with a further review towards the end of the next six-month period, should this prove to be necessary.

The Clerk said that she would, prior to notifying the personnel member in question of the reduction in her salary to half-pay, contact HR Services, the Council's HR advisers, for clarification on certain items in this connection.

Chairman: **Date:**