

# SAWSTON PARISH COUNCIL

**MINUTES FINANCE AND GENERAL PURPOSES COMMITTEE 26 April 2016**  
**Meeting commenced 8.00pm**

**PRESENT:** Chairman: Dr D R Bard

Clerk: Mrs J F Keeler

Councillors:

K J L Cooper

K Cuffley

R M Matthews

**1 APOLOGIES FOR ABSENCE**

None

**2 DECLARATIONS OF INTERESTS FOR THIS MEETING**

None were declared

**3 MINUTES**

The minutes of the meeting held on 1 December 2015 were read, confirmed and signed.

It was **PROPOSED** by Councillor K. Cuffley and **SECONDED** by Councillor R M Matthews to **ACCEPT**

**VOTE: 3 FOR : (UNANIMOUS)**

**4 MATTERS ARISING – NEW INFORMATION ONLY**

None

**5 COMMITTEE EXPENDITURE SHEETS**

Councillor K J L Cooper arrived

The Committee went through the finance sheets.

It was **PROPOSED** by Councillor K J L Cooper and **SECONDED** by Councillor R M Matthews to **ACCEPT** the Expenditure Sheets.

**VOTE: 4 FOR : (UNANIMOUS)**

**6 OFFICE COMPUTERS**

Councillor K J L Cooper felt that the Parish Council should have an external contract with a company who will be able to offer support and check-ups on the Office computers as currently the staff rely on him. Councillor K J L Cooper agreed he would look into the costs of this and will discuss it again at the next Finance Meeting.

**7 STAFF PAY INCREASE**

The Public Sector Executive stated that the majority of Council employees have been offered a two year pay increase from April 2016. The Committee discussed this and it was **PROPOSED** to **RECOMMEND** to Full Council by Councillor K J L Cooper and **SECONDED** by Councillor K Cuffley that the Parish Council adopts the National pay increase of 1% from April 2016 and another 1% in April 2017.

**VOTE: 4 FOR : (UNANIMOUS)**

The Clerk explained that she felt the staff jobs needed to be re-evaluated as the roles have changed immensely and this needs to be reflected in the Pay Scales/Bands.

Clerk to contact CAPALC and the Parish Council's HR company for advice.

**8 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING - CONCERNING PLANNING & ENVIRONMENT ONLY**

None

**Meeting closed 8.40pm**