

**CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
30TH AUGUST 2022 AT SESSIONS HOUSE, LYNN ROAD, ELY**

PRESENT: Mrs T Coulson – Clerk to the Council

Cllr A Whelan

Cllr R Pitt

Cllr S Austen

Cllr C Whelan

Cllr D Edge

Cllr S Bellow

Cllr I Lindsay

Cllr C Phillips

Cllr R Morgan

1. APOLOGIES

There were no apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 15TH JULY 2022) & MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 15th July 2022, were agreed, and were signed by the Chairman, as a true record. Pages PFG 117, 118 and 119 refer.

There were no matters arising.

4. BUDGET UPDATE AND TO CONSIDER MOVING THE FUNDS FROM THE HALLMARK ACCOUNT INTO THE DEPOSIT ACCOUNT

Members noted the budget update for the period up to the 31st July 2022. There were no significant variances. The Clerk informed them of the issue with regard to the Hallmark Account and that due to the death of one of the signatories this account should now be moved into the Deposit Account to resolve the current issues with the account. It was felt this account was no longer necessary and Cllr C Whelan proposed the funds be transferred to the Deposit Account. This was seconded by Cllr Pitt and unanimously agreed.

5. UPDATE FROM THE GOVERNANCE WORKING GROUP

Cllr C Whelan presented a report of a meeting held on the 17th August, which was approved. The process of how well substitutes were working was discussed but it was felt it was too early to decide if this was working. The Clerk will email members to remind them of how the process for substitutes works and the timeframe. It was agreed Working Groups needed to arrange their meetings as many had not met since the start of the new Mayoral year in May. The Group also considered a request from the Mayor regarding the monitoring of responses to emails like the attendance at meetings. It was felt that this was too difficult to monitor and would create more work for the officers and the suggestion was rejected.

6. UPDATE FROM THE COUNCIL'S STRATEGIC PLAN WORKING GROUP

There was no update from the Strategic Plan Working Group as this had not met. It was agreed that the Strategic Plan does need to feed into the budget which will be prepared for next year.

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COMMITTEE CHAIRMAN

10th October 2022

7. UPDATE FROM CIL SUB-COMMITTEE AND TO RECEIVE CIL EXPENDITURE ANALYSIS UPDATE AND TO CONSIDER THE TERMS OF REFERENCE

No report as the CIL Sub-Committee had not met. The CIL expenditure analysis update was noted. The Terms of Reference were discussed and amendments made, which will be presented to the next CIL Sub-Committee meeting for approval. It was agreed that there should be consultation with regard to CIL funds and there would be a page on the Council's website which would show all the approved projects over £50,000. It was also agreed an article from the Chair of CIL will be prepared for the next edition of the Elyi.

8. UPDATE FROM THE INCLUSIVITY WORKING GROUP

Cllr Phillips informed members the Working Group had not met. He thanked everyone that had made the Pride event such a great success. He also thanked the Mayor for his wonderful speech at the event.

9. UPDATE FROM THE NORTH ELY HUB AND COMMUNITY WORKING GROUP

The Group had not met. Cllr Bellow informed members she was arranging a meeting for either the 13th or 15th September.

10. UPDATE FROM THE YOUTH LEAD

Cllr C Whelan reported the photographic competition winners had been selected and prizes presented on the 30th August. She had also visited the Kite Trust office in Ely who support LGBT+ youth. Members thanked Cllr C Whelan for all the work she did with regard to the photographic competition.

11. TO CONSIDER GRANT APPLICATIONS FOR 2022/23

The grant applications for 2022/23 were considered and recommendations of awards (which are attached to these minutes) will be considered at the next Full Council meeting.

12. TO CONSIDER REQUEST FROM ELY RIBE ASSOCIATION FOR FUNDING FOR TWINNING EVENT IN 2023/24

Members considered this request and agreed to recommend to Full Council that financial support be budgeted for next year. The amount will be considered when the budget for next year is being prepared.

13. TO DISCUSS OPTION TO OPT OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANGEMENTS

Members discussed this at great length and agreed that the Council would continue in the SAAA Central External Auditor appointment arrangements.

14. TO CONSIDER LIVERY OPTIONS FOR THE TOWN CRIER

The Clerk reported the Town Crier had found somebody to help her make her livery the issue was a final decision on the design and colours. Members felt it should be connected to the Council's crest, so the colours would be green, gold and red. Cllr Pitt agreed to discuss the design with her as he has had a lot of involvement in the design of military uniforms.

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COMMITTEE CHAIRMAN
10th October 2022

15. COMMUNICATIONS/PR

This Group had not met. Cllr C Whelan confirmed that a meeting had been arranged for the 12th September. The Clerk had raised her concerns regarding the lack of public consultation that this Council undertakes and this had been touched on under item 7 and actions agreed. These being the consultation with regard to CIL funding and use of these funds. A new page will be added to the website with information explaining what CIL funding was and what it can be used for. It would also show all the approved projects over £50,000.

16. TO CONSIDER WORDING OF INFORMATION ON THE ABOUT PAGE OF COUNCIL WEBSITE

Cllr Phillips had felt the wording on the website's 'About' page needed to be updated as some of this was now incorrect. He had prepared revised wording which was unanimously agreed. The Civic and Corporate Services Officer will make these amendments.

17. HEALTH AND SAFETY ISSUES

There were no health and safety issues to raise.

18. PERSONNEL ISSUES

Cllr Bellow provided an update as to the progress with regard to the overtime/toil review. She provided information with regard to the amounts of staff TOIL and it was agreed Cllr Morgan and herself would go back to the HR company to ascertain the options for a way forward.

19. DATE OF NEXT MEETING

The next meeting will be on Monday, 10th October 2022 at 7.00 pm.

The meeting closed at 9.25 pm.

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COMMITTEE CHAIRMAN
10th October 2022