

Heath Hayes & Wimblebury Parish Council

Minutes of the Audit & Governance Committee Meeting

Monday, 21st March 2022 at 9.30am

Hayes Green Community Centre

Present: Cllrs J Bernard, P Theodorou, D Todd

Parish Clerk: Mrs L Bowman

1. Apologies

Apologies received from Cllr L Bullock.

2. To approve the minutes of the meeting held on the 18th October 2021

The minutes of the meeting held on the 18th October 2021 were approved as a true record.

3. Review the NJC National Salary Award

3.1 "This council takes note of the NJC National Salary Award and authorises its implementation, backdated to the 1st April 2021 for both Council employees.

3.2 Council to agree one increment rise as agreed in the Clerks Contract of Employment from the 1st April 2022.

The committee agreed the clerk's increment rise from SCP 34 to SCP 35 from the 1st April 2022. The committee agreed to move the handyman/gardener from SCP 3 to SCP 6 with another salary review scheduled once the first year of employment had been completed.

4. Authorise March Bank Payments

The committee authorised the March bank payments and signed the invoices.

21/03/2022	Hayes Green Community Centre	£ 75.00
21/03/2022	PC Paramedics It	£ 135.36
21/03/2022	Staffordshire Parish Council Association	£ 75.00
22/03/2022	Administration Expenses	£4,760.31
TOTAL		£5,045.67

5. Review Monthly Finance Report against budget 2020-21

The committee reviewed the monthly finance report and made no changes. Cllr P Theodorou had successfully been added to the Unity Trust Bank mandate, an application for the Clerk to obtain a Unity Trust prepaid charge card with a £250 limit was in progress.

6. Items for future Agenda

None.

7. Date of next meeting - to be agreed.

Signed:.....

Dated:.....