

# ILMINSTER TOWN COUNCIL

Council Offices  
North Street  
ILMINSTER  
Somerset  
TA19 0DG

Tel: 01460 52149  
Fax: 01460 55642  
e-mail: [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)

Town Clerk: Joy Norris



Tuesday 7<sup>th</sup> June 2016

A meeting of the **RESOURCES COMMITTEE** will take place on **Tuesday 14<sup>th</sup> June 2016** in the Council Chamber, Council Offices, North Street, Ilminster at 7.30pm.

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Town Clerk before the meeting so that the session can be programmed effectively.

Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

The Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Yours sincerely

Joy Norris  
Town Clerk

## RESOURCES AGENDA

1. **Apologies for absence**  
To receive apologies for absence from Councillors unable to attend the meeting.
2. **Declarations of Interest**  
To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.
3. **Minutes**
  - a) To confirm the minutes of the Resources meeting held on Tuesday 1<sup>st</sup> December 2015 as a correct record (see attached).
  - b) To consider the action list relating to the Resources Committee (attached).

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- 4. Grant**  
To consider the grant application received from Fairtrade for funding to provide and install additional Road signs to indicate Fairtrade Town status (attached).
- 5. Approval of Invoice for Affiliation Fee to Somerset Association of Local Councils**  
The invoice for affiliation fee for the year to 31<sup>st</sup> March 2017 has been received in the sum of £1,041.13. In accordance with Financial Regulation 3.1 this expenditure requires committee approval. The sum of £1,600 is budgeted for the year for Membership Fees (attached)
- 6. Financial Comparison**  
To receive information about the Resources expenditure and commitments to date when compared with the 2016/17 budget (attached).
- 7. Risk Register**  
To consider a draft risk register for Financial Procedures (attached)
- 8. Appointment of Pension Appeal person**  
To appoint Stage 1 appeal officer for the employer to determine the Stage 1 Internal Dispute Resolution Procedure appeals (attached)
- 9. National Salary Award 2016-2018**  
To consider accepting recommendations from NALC & SLCC of the NJC National Salary Award 2016-2018 (attached)
- 10. Exclusion of the Press and Public**  
To consider taking item 11 without members of the public and press present due to the confidential nature of the business to be transacted.
- 11. Staffing Update**  
The Town Clerk to provide an oral update on staffing matters