



**DURRINGTON TOWN COUNCIL**  
**COUNCIL OFFICE, VILLAGE HALL, HIGH STREET, DURRINGTON, SP4 8AD**  
**01980 654772 clerk@durringtontowncouncil.gov.uk**

Councillors nominated to the **Finance and HR Committee** are hereby summonsed to attend the following meeting. Please inform the Clerk if you are unable to attend.

### **NOTICE OF MEETING**

**MEETING:** Finance and HR Committee

**DATE & TIME:** Monday 20<sup>th</sup> January 2025 at 6pm

**PLACE:** Robinson Room, Village Hall, High Street, Durrington, SP4 8AD

This is a meeting in public, not a public meeting. If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email [clerk@durringtontowncouncil.gov.uk](mailto:clerk@durringtontowncouncil.gov.uk) or phone 01980 654772. The Clerk will then guide you with the process the meeting will take and assist you with any GDPR requirements you may have.

*J Tudor* – Clerk to the Council

Date 14.01.2025

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### ***Public Meeting***

#### **6.00pm Public Question time**

This section (at the Chairmans discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 as amended by the LG Act 1972 s 100.

### **AGENDA**

51. APOLOGIES
52. APPROVAL OF MINUTES
53. DECLARATION OF INTERESTS
54. MATTERS ARISING FROM PREVIOUS MINUTES
55. RESERVES POLICY
56. CLARITY ON FINANCIAL REGULATIONS AND COMMITTEES' POWERS
57. REVIEW OF THIRD QUARTER ACCOUNTS
58. QUOTES
59. GRANT APPLICATION
60. GRANT AGREEMENT
61. CLERKS HOURS
62. CONFIDENTIAL BUSINESS
63. DATE OF THE NEXT MEETING

**51. Apologies for absence.**

To approve any apologies received

**52. Approval of the minutes.**

To approve the minutes from the Finance and HR Committee meetings on the 8<sup>th</sup> of October, the 5<sup>th</sup> of December and the 17<sup>th</sup> of December 2024.

**53. Declarations of interest.**

To receive members' declarations of interest in matters on the agenda.

**54. Matters arising from previous minutes.**

The committee will receive an update from the Clerk regarding the outstanding items from previous meetings.

**55. Reserves policy**

For consideration, previously circulated

**56. Clarity on the financial regulations and the committee's powers**

Sought by the Clerk relating to quotes.

**57. Review of third financial quarter.**

Reports have been made available

**58. To consider and decide on quotes.**

If quotes are available prior to the meeting, they are circulated to the committee.

**59. To consider a grant application.**

Application has been circulated.

**60. To consider A Grant Agreement.**

To recommend its approval, and to consider whether an amendment is required to the current Grants policy to include a separate provision for substantive grant applications for youth projects. To approve a recommendation to the council that the first tranche payment of £2000 to Buzz action will be funded from the youth EMR and that next year's funding for all youth projects and youth grants will be made from the Youth Activities Budget.

**61. To consider the Clerks' hours.**

And reduce from 35 hours to 30 hours a week.

**62. Confidential Business**

To move into Confidential Business under section 100 (4) of the Local Government Act 1972 to discuss a staffing issue on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

**63. Date of the next meeting.**

**6<sup>th</sup> February 2025.**