



**DURRINGTON TOWN COUNCIL**

**COUNCIL OFFICE, VILLAGE HALL, HIGH STREET, DURRINGTON, SP4 8AD**

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**MEETING OF THE FINANCE AND HR COMMITTEE 6th FEBRUARY 2025 AT 6PM IN  
THE ROBINSON ROOM AT THE VILLAGE HALL.**

<b>Present</b>	<b>Cllr S Smith Cllr P Galan-Bamfield Cllr P Paul Cllr M Wardell Clerk</b>  <b>Jo Tudor</b>	<b>Madam Chairman</b>    <b>Clerk</b>
<b>Public Participation</b>	There were no public present for the meeting.	
<b>Minute No.</b>	<b>Minute</b>	<b>Action</b>
<b>FHR 64.</b>	<b>ACCEPTANCE OF APOLOGIES – Cllr Silk sent apologies which were accepted.</b>	
<b>FHR 65.</b>	<b>APPROVAL OF MINUTES – Minutes were approved for the meetings on the 5<sup>th</sup> of December 2024 and the 20<sup>th</sup> of January 2025 were approved.</b>	Clerk to put on the website
<b>FHR 66.</b>	<b>DECLARATIONS OF INTEREST – There were no declarations of interest.</b>	

Durrington Town Council – Finance and HR Committee Meeting on Thursday 6<sup>th</sup> February 2025.  
Minutes approved as a true and accurate record, and signed as so by the Committee Chairman presiding

Signed ..... Date.....

FHR 67	<p><b>MATTERS ARISING FROM PREVIOUS MINUTES –</b></p> <p>All items from the previous minutes have been completed.</p>	
FHR 68	<p><b>GRANT APPLICATION -</b></p> <p>The Committee discussed the grant application from Bulford Scouts and agreed to recommend the application to the full Council at its next meeting.</p>	The Clerk to put on the Council's agenda.
FHR 69	<p><b>REVIEW OF THE COMMITTEES TERMS OF REFERENCE –</b></p> <p>Madam Chairman had a number of suggestions for amendments to the committee's terms of reference, she would like these to be discussed by the chairs of the standing committees and the chairman of the council and the clerk in consideration with the financial regulations the Standing orders and the JPAG.</p> <p>If the committees can work more productively together the whole process of quotes and budgets will be easier with each committee knowing exactly what it needs to do.</p>	<p>The Clerk will arrange a meeting between the chairs of the committees and the council.</p> <p>The Clerk will consider the Standing Orders Financial Regulations and the Terms of Reference to put together amendments for the Committees' to consider</p>
FHR 70.	<p><b>REVIEW OF THE STAFFING POLICIES AND THE NEW YOUTH GRANTS POLICY –</b> The Staffing policies will all be reviewed at the next meeting a number have been changed by NALC and the Clerk will look through these before the next meeting. The new Youth Grant Policy was approved for the Full Council to consider at its next meeting.</p>	The Clerk to go through the policies and put on the next agenda.
FHR 71.	<p><b>TO CONSIDER A POLICY FOR CAPITAL SPENDING –</b></p> <p>Cllr Galan Bamfield, gave a presentation on the need for a formal request for capital spending he suggested all capital spend requires a completed capital spend form and produced a pro forma for consideration. The Committee liked the form and Madam Chairman said that this would be discussed between the Chairs when looking at the Terms of Reference and Financial</p>	

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	Regulations. The meeting agreed the spending limits in the financial regulations should probably be doubled to avoid returning for approval for small spends which the Clerk and the relative Chairman can approve.	
<b>FHR 72</b>	<b>WORKING RELATIONSHIP BETWEEN STANDING COMMITTEES</b> – The committee is aware that after all the internal changes last year a review is needed after the review and the meeting of the Chairs there will hopefully be some progress on the amended terms of reference	
<b>FHR 73</b>	<b>COUNCILLOR TRAINING</b> – The committee considered The need for councillor training for all council members and Madam Chairman highlighted the current training available for the committee members to access. The National Award scheme requires all councillors have training and a business plan both items the council is currently lacking.	
<b>FHR 74</b>	<b>DATE OF THE NEXT MEETING – Wednesday 12<sup>th</sup> March 2025</b>	

\_\_\_\_\_ **MADAM CHAIRMAN** \_\_\_\_\_ **DATED.**

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