



## **Finance, Operations and Personnel Committee Meeting**

**Monday 2<sup>nd</sup> December 2024 at 630pm**

**Meeting held at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP**

### **Present:**

Cllr Ronald Turville (Chair)  
Cllr Arthur Roden  
Cllr Ann Turville  
Cllr Shelia Cartwright

### **In attendance from Hednesford Town Council:**

Lindsey Smith – Chief Officer  
Cheryl Kinsella – Finance Officer

### **Members of the Public:**

There were no members of the public present

### **1. Apologies:**

Cllr D Cartwright - ill  
Cllr P Jones – ill  
Cllr A Pearson – Holiday  
Cllr S Pearson – Holiday  
Cllr G Samuels – District Meeting – joined meeting at 720pm

### **2. Declaration of Interest**

No declarations of interests were raised

### **3. Previous Minutes**

Previous minutes from the FOP Committee meeting held on 16<sup>th</sup> September 2024 and the Extraordinary meeting on 17<sup>th</sup> October 2024 were agreed and approved

Proposed: Cllr A Turville  
Second: Cllr S Cartwright  
Agreed: 4

Against: 0  
Abstain: 0

#### **4. Public Participation**

There were no members of the public present

#### **5. Finance**

- a. Chief Officer confirmed that the budget had been resolved at full council with a precept of £227,808 which represents a 3% increase from 2024/2025
- b. RFO gave a summary regarding the need to reinvest the expired Nationwide Day Saver and presented Committee with an analysis of expected spend up until the end of March 2025. A discussion followed about possible options

Proposed: Cllr A Turville  
Second: Cllr S Cartwright  
For: 4  
Against: 0  
Abstain: 0

**Action: To reinvest £30,000 back into another 6 month saver account and to transfer £25,000 into the instant saver account**

- c. Chief Officer updated Committee on the NJC 2024/2025 pay award and confirmed that £3720.76 in back pay was paid in the November 2024 salaries

#### **6. Operations**

- a. Chief Officer went through the proposed timeline and minor amendments for the 2025 Hednesford Town Council Community Grants

Proposed: Cllr R Turville  
Second: Cllr A Turville  
Agreed: 4  
Against: 0  
Abstain: 0

Cllrs enquired about the reports from 2024 grant recipients and if any were still outstanding. Chief Officer informed that one is outstanding

**Action: Timeline for 2025 Community Grant Scheme approved. Chief Officer to liaise with Community Officer to chase up outstanding report from 2024 grant recipient**

#### **7. Personnel**

- a. The motion to move to private and confidential business was not upheld due to no members of the public being in attendance

## **Private and Confidential Business**

- a. Chief Officer updated and briefed Committee on the new PGCC Officer job description and any other changes to current staffing arrangements

Proposed: Cllr R Turville  
Second: Cllr A Roden  
Agreed: 4  
Against: 0  
Abstain: 0

### **Action: PGCC Officer job description approved**

Cllr G Samuels joined the meeting at the end 7:20pm

- b. Committee discussed request for flexi retirement for Cheryl Kinsella

Proposed: Cllr G Samuels  
Second: Cllr R Turville  
Agreed: 5  
Against: 0  
Abstain: 0

### **Action: Committee resolved and approved flexi retirement request**

## **7. Date of Next Meeting**

Monday 3<sup>rd</sup> March 2025 at 630pm

Meeting Closed at 7:25pm

Signed (Chair of FPOPs Committee):

Date: