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Minutes

Meeting of : Finance and Governance Committee
Date : 30 October 2023
Meeting held : The Guildhall
Commencing at : 6:30pm

Present:

Chair: A Bayliss Vice Chair: I Tomes

Cllrs: V Charleston, S Hocking, C McGrath, J Nettle, E Rimmer, L Blackwood and J Wells.

Officers: Joanna Wood and Andy Hunt

741. Apologies:

741.3. Cllr R Rogers was substituted by Cllr Blackwood

742. Public Questions/Statement Time:

There were no questions or statements submitted from the public.

743. Councillor Questions/Statement Time:

There were no questions or statements submitted.

744. Minutes of Previous Meeting:

The minutes of the last meeting of the Finance and Governance Committee held on 31 July 2023 were approved and signed by the Chairman.

745. Declarations of Interest:

No declarations of interest were declared.

746. Dispensations:

No dispensations were requested.

747. Chairman's Announcements:

The Chairman made no announcements.

748. Quarter Two Budget Monitoring:

The Committee received a report from the Interim City Clerk, Joanna Wood, detailing an account of the quarters one and two revenue and capital budget reports of the Council for the period 1 April 2023 to 30 September 2023. The committee discussed the report. Following some discussion, it was:

Resolved to:

- 739.1. 5.1 Note the Revenue and Capital Budget Report for the end of Quarter two.
- 739.2. 5.2 Note the Tollgate Road Depot refurbishment costs and budget allocations.

Proposed by: Cllr V Charleston

Seconded by: Cllr J Nettle

A vote was taken and was **carried**.

749. Risk Management Strategy & Strategic Risk Register:

The annual report was presented by Interim City Clerk, Joanna Wood. The committee asked questions about the risk register, and it was:

Resolved to:

- 749.3.4.1. Agree the Risk Management Strategy (Doc 80053)
- 749.3.4.2. Note SCC's Strategic Risk Register Summary for 2023/2024 at Annex A (Doc 92367).

Proposed by: Cllr I Tomes

Seconded by: Cllr V Charleston

A vote was taken and was **carried**.

750. Health and Safety Policy:

The Health and Safety Policy was presented with no recommended amendments. It was noted that Cllr S Hocking wanted to register his concern on the use of consultants and the cost they bring for such policy's.

The committee discussed the policy and it was:

Resolved to:

750.3. Approve the H&S Policy (Doc 88200) with no amendments.

Proposed by: Cllr J Nettle

Seconded by: Cllr J Wells

A vote was taken and was **carried**.

751. Changes to Crematorium Fees:

The Crematorium fees 6 monthly review report was presented by Marc Read, Environmental Services Manager. The committee considered the changes to fees, and it was:

Resolved that:

751.3.4.1. Council agree to the increase in fees as set out in this report.

751.3.4.2. The increase in fees is implemented with immediate effect.

751.3.4.3. Fees will be reviewed again as part of budget setting for the new financial year.

Proposed by: Cllr I Tomes

Seconded by: Cllr J Nettle

A vote was taken and was **carried**.

752. Vexatious Report:

The Interim City Clerk reported to the committee that there had been no vexatious complaints in the last year, therefore it was:

Resolved to:

752.3. Note the verbal report.

740. Matters, if any, which by reason of special circumstances the Chairman, decides should be considered as a matter of urgency:

No matters were raised.

There were no members of the public present and no members of the press present.

The meeting closed at 7.21pm