

Minutes of Finance Committee Meeting on 30th May 2023

Meeting at Memorial Hall, Cavendish at 7.30pm

Attendees: Finance Committee Members- Cllrs Halliday Williamott and Freeman

C R Turner - Clerk/RFO

No Members of the public

The meeting was called to discuss costs that we incur for hall cleaning (Jeanette Murcott) and Street Cleaning (David Kirkman). The agenda was as follows.

- 1 Terms and Conditions for Contractors
- 2 Determine specific Contractor rates for this financial year
- 3 Outline our requirements for the year.

1. A Terms and Conditions for Contractors document had been prepared for discussion. This was dissected in detail, and it was agreed that amendments were required before being discussed with the people concerned. It was felt appropriate to put their duties more formally than we have in the past and require an agreement signed by each of them to ensure they meet the criteria of “self-employment” to cover the Council against having to deduct tax, and formally employ them under PAYE.

2. We are willing to increase the amount that we can pay for these services, and it was suggested we offer £12.50 per hour for Hall Cleaning for a total of 4 hours per week. The hall does need extra cleaning on a regular basis.

The Street Cleaners rate was split between an hourly rate and a vehicle allowance. It was felt that this should not be the case and an increased hourly rate was more appropriate. It was also felt that fewer hours were needed in the winter, and we could reduce what we need to 6 hours a week maximum in the winter and maintain 8 hours per week in summer. A rate was suggested of £17 per hour maximum. The duties of the Street Cleaner were also discussed, and it was suggested that more hours per week were needed in the cemetery as well as other jobs around the village.

3. It was left that Cllrs Halliday and Williamott would have a meeting, in the first instance, with David Kirkman, and ascertain his feelings. They would prepare an amended T&C document and letter and a list of our requirements for a Street Cleaner.

C Turner