



### 170 Capital

1301 S106 Grants Received – this was in relation a playpark at the new Stanmore Crescent development. It was recommended that the Planning Committee put together a list of items to request for S106 monies to put forward to the District Council when new developments are proposed. This could be an agenda item for the Planning Committee.

### 220 Town Maintenance

1300 Grants Received. OCC grass cutting grant received for 2020-2021.

4425 Grass Cutting. Carried out between April and October.

### 901 Earmarked Reserves

None of the earmarked reserved identified in the Budget have been used.

All other codes were performing as anticipated.

## 17 TOWN COUNCIL CREDIT CARD

The Council currently holds a Multi Pay Card, which is a credit card operated by Lloyds Bank through Mastercard. The need for card payments when purchasing goods and services on behalf of the Council is increasing exponentially. The process for making payments and management of the account is carried out by two bodies, Unity Bank and Lloyds Bank, and this has led to several instances where the card has been rejected. The Committee were asked to recommend that Council approve that the Credit Card is changed to another provider, such as Barclaycard.

The Committee RESOLVED to RECOMMEND to Council that the Credit Card provider is changed to Barclaycard business or a similar provider.

## 18 FORMATION OF HR COMMITTEE

The Committee was asked to Recommend to Council that Human Resources Committee is reformed, consisting of the Chairs of the Council Committees, to look at staffing matters going forward. The terms of reference would be as follows:

- To manage recruitment and retention matters on behalf of the Council.
- To ensure there is a succession planning model in place for Council posts.
- To ensure that Council staff have sufficient training and support to meet increasing demands.
- To periodically review the Staff Handbook.
- To ensure that Council staff are valued and rewarded appropriately.

It was RESOLVED to RECOMMEND to Council that a HR Committee is reformed with the above terms of reference, consisting of the Mayor plus the Chair and Deputy Chair of the Administration Committee.

## 19 STANDING ORDERS AND DIRECT DEBITS

Details of the Council's Direct Debits were previously circulated to the Committee, as required as part of the Audit process. The Council does not have any Standing Orders.

## 20 KEY BUDGET EXPENDITURE PLANS 2022/2023

Details of the earmarked reserves for the financial year 2021/2022 were circulated to the Committee for information and the Committee were asked to consider the reserves for the forthcoming year 2022/2023.

The projects suggested were:

- New Cemetery
- Town Centre Tree Project
- Town Hall Energy Efficiency Project
- Alvescot Road Recreation Ground Pavilion Project

The Committee RESOLVED to RECOMMEND to Council that these projects are “earmarked reserves” for the year 2022/2023.

The meeting ended at 7.20pm.

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Chairman