

WOOTTON PARISH COUNCIL

Minutes of the Meeting of the **Finance & General purposes Committee** held on Wednesday 9th May 2012 at 7.30pm in the Memorial Hall, Bedford Road, Wootton.

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- Present.** Cllrs Hall, Lloyd, Price, Quirk and Wheeler.
The Clerk (Sue Playford) and RFO (Sue Bolton).
- FG12/23 Apologies for absence.**
Cllrs Wallace and Woolfenden.
- FG12/24 Declarations of interest on any items on the agenda.**
None.
- FG12/25 Report from outside organisations.**
None.
- FG12/26 List of correspondence received (copies of correspondence can be requested from the clerk).**
None.
- Open Forum - meeting to be adjourned.**
There were no members of the public present so the meeting continued without adjournment.
- FG12/27 Minutes of the meeting.**
Members of the F&GP committee are asked to receive and adopt the minutes of the F&GP committee meeting held on the 7th March 2012.
The minutes were signed as a true and accurate record of the meeting.
- FG12/28 Matters arising from the minutes to include issues log review.**
FG11/22 - Review of Financial Regulations - clerk to deal with RFO. Redrafted - for proof reading before being submitted for ratification.

FG11/26 - Review of Insurance and Asset Register - clerk to deal with RFO. To form part of CiLCA.

FG11/22 - Clerk's handbook to be completed - clerk to deal. Diarised after CiLCA.

FG11/44 - Bellway s106 money. £59k can be put towards the CCTV and MUGA upgrade. Other uses are still being investigated.

FG11/45 - litter picker. See separate agenda item.
- FG12/29 To receive a report from Cllr Quirk regarding a possible ex-gratia payment.**
After discussion it was proposed by Cllr Hall and seconded by Cllr Price to make an ex-gratia cash payment of £100 to the tree warden in recognition of her work over many years. The RFO agreed to check the PAYE implications of this with HMRC, and if unsuccessful, the clerk will do the same with the Bedfordshire Association of Town and Parish Councils.

LGA Act 1972 s137.

Action - RFO to investigate with HMRC and report to the clerk before effecting payment.

FG12/30 To resolve that under the terms of the Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100 any members of the public or press present please leave, in order that the following item(s) may be discussed.

FG12/31 To formally approve the appointment of the new litter picker and handy person.
It was agreed by all present to formally approve the appointment of Andy Snelson, and the RFO agreed to provide the clerk with a new employee pack for completion.

LGA Act 1972 s112.

Action - RFO to forward as above.

Meeting closed at 7.41pm

Chairman.....

Date.....