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Minutes of the Meeting of the **Finance & General Purposes Committee** held on Wednesday 11th September 2013 at 7.40pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum

There were no members of the public or press present and so the meeting continued without adjournment.

Present Cllrs Hall, Bygraves, Chalmers, Doggrell, Lloyd, Quirk, Wallace and Wheeler.
The Clerk (Sue Playford).

FG13/39 Apologies for absence.
Cllr Price.

FG13/40 Disclosure of local and/or disclosable pecuniary interests.
None.

FG13/41 Report from outside organisations.
None.

FG13/42 List of correspondence received (copies of correspondence can be requested from the Clerk).
None.

FG13/43 Minutes of the previous meeting.
Members of the F&GP Committee were asked to receive and adopt the minutes of the F&GP Committee meeting held on the 26th June 2013.
The minutes were signed as a true and accurate record of the meeting.

FG13/44 Matters arising from the minutes to include issues log review - for information only.
FG13/27 - Revision of asset register to account for depreciation values. Resolved to use index-linked values following advice received from Came & Co. Cllr Bygraves to prepare.

FG13/45 To receive an update from the Clerk with regard to amending the Income & Expenditure reports to reflect expenditure to date.
It was reported this could not be done without upgrading to the Omega software package - no further action was required.

LGA 1972 s111.

FG13/46 To receive the Income & Expenditure report for 2013-14 to date.
It was noted that Earmarked Reserves/projects needed identifying, and action plans considered, in order to move forward.
LGA 1972 s111.

Action - Heads of Committees to take forward as above.

FG13/47 To receive a report from Cllr Hall regarding Precept planning for 2014-15, to include a 3 year forecast.
Cllr Hall detailed the figures, stating they were a template for 2014-15. He stressed the importance of all Heads of Committees examining them, and taking responsibility for their budgets. Any amendments/comments were to be sent to him and the Clerk. He also reminded those present of the need for projects to be identified, so that the necessary action could be taken to move matters forward. The Clerk was also asked to contact the Borough Council to establish the anticipated increase in house numbers year-on-year, for the village.
Local Government Finance Act 1992 s50.

Action - Clerk to take forward as above.

FG13/48 To receive a recommendation from the Clerk regarding the placement of funds with an additional Banker or deposit provider.
After discussion it was proposed by Cllr Wallace, seconded by Cllr Lloyd and resolved by all present that the Clerk look at Unity Bank in the first instance, and establish whether they were linked to the Co-operative Bank.
LGA 1972 s111.

Action - Clerk to take forward as above.

FG13/49 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.

FG13/50 To receive a report from NALC and SLCC regarding the 2013/14 National Salary Award for Local Council Clerks.
The report was circulated ahead of the meeting. It was proposed by Cllr Quirk, seconded by Cllr Hall and resolved by all present to accept and forward the recommendations to full council.

Action - Clerk to take to full council as above.

As an aside, it was agreed that Cllrs Hall, Lloyd and Wallace would draft a relevant policy document, with regard to the Clerk's salary and pay scales.
LGA 1972 s112.

Action - Cllrs Hall, Lloyd and Wallace to liaise as above.

Meeting closed at 8.15pm

Chairman.....

Date.....