



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Finance & General Purposes Committee** meeting held on Wednesday 30th August 2017 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.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Bygraves, Hensher and Quirk. In attendance: Cllr Lewis. In attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FG17/72	Apologies for absence. Cllr Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FG17/73	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FG17/74	To consider any dispensation requests received by the clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
FG17/75	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

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FG17/76	List of correspondence received (copies of correspondence can be requested from the clerk). None.	N/A.	N/A.	N/A.
FG17/77	Minutes of the previous meeting. Members of the Finance & General Purposes Committee were asked to receive and adopt the minutes of the Finance & General Purposes Committee meeting held on the 26 th July 2017.	Resolved to receive and adopt. Proposed: Cllr Hensher. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FG17/78	Matters arising from the minutes to include Issues log review – for information only. - FG16/100 – New goal posts/equipment within Berryfields. BBCllr/Cllr Wheeler to establish whether Bedford Borough Council, Persimmon Homes or Wootton Parish Council have responsibility for their purchase. - FG16/100 – Floodlit 4g synthetic pitch (as part of discussions on financial requirements for 2017-18). BBCllr/Cllr Wheeler to establish with Paul Rowland, Assistant Director Planning, Bedford Borough Council why Wootton Parish Council's preferred location within FRS was overruled. - FG17/41 – National Living Wage. Resolved 26th April 2017 (FG17/41) the Clerk establish what other parish/town councils pay their caretakers/litter pickers as a comparison.	No further updates received.	BBCllr/Cllr Wheeler to take forward.	N/A.
FG17/79	To receive the Income & Expenditure report for all Finance & General Purposes cost centres for 2017-18, to date.	No further comments received.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2017.
FG17/80	To receive a report from the Clerk in relation to investments/allocation of funds and to make recommendation to Full Council as necessary.	Resolved to leave investments/allocation of funds unchanged and to review ahead of the next budget proposals. Proposed: Cllr Quirk. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FG17/81	To review/amend and adopt Wootton Parish Council's Employee Salary Document and to make recommendation to Full Council as necessary.	Cllr Lloyd reported BBCllr/Cllr Wheeler would raise this issue at Full Council in September 2017, with a view to creating an appraisals sub-committee for all staff.	BBCllr/Cllr Wheeler and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

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		That sub-committee would then be responsible for reviewing this document, which would reference all employees (as previously discussed at the Annual Council Meeting earlier this year).		
FG17/82	To review/amend and adopt Wootton Parish Council's Grants Policy and to make recommendation to Full Council as necessary.	Resolved to increase the maximum grant amount to £1,000 with immediate effect and to make the same recommendation to Full Council. Proposed: Cllr Bygraves. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FG17/83	To approve payments as per attached schedule(s) and present to next Full Council as Receipts and Payments, for information. (Please note this is the <u>only</u> executive function of this committee). Details of Receipts and Payments are available to view as follows: http://woottonpc.bedsparishes.gov.uk/files/index?folder_id=6453212	Resolved to approve and present to next Full Council as Receipts and Payments, for information. Proposed: Cllr Bygraves. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.05pm.