



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Finance & General Purposes Committee** meeting held on Wednesday 25th October 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, Quirk and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FG17/93	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FG17/94	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FG17/95	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.
FG17/96	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
FG17/97	List of correspondence received (copies of correspondence can be requested from the clerk).	N/A.	N/A.	N/A.

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	None.			
FG17/98	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 27 th September 2017.	Resolved to receive and adopt. Proposed: Cllr Quirk. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FG17/99	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.	No further updates received.	Clerk to keep on file.	N/A.
FG17/100	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.
FG17/101	To consider preparations for the 2018/19 budget (to include proposed projects), ahead of the precept demand to Bedford Borough Council (January 2018) and to make recommendation to Full Council as necessary.	Resolved the following capital project proposals be taken to Full Council for consideration and formal approval as part of the precept demand (January 2018) – IF not taken forward by Bedford Borough Council: - Island crossing on Bedford Road, near Hanover Court (with ramps and wide enough to accommodate wheelchair and mobility scooter users); - Pedestrian crossing on Bedford Road, outside the lower school. It was noted Cllrs Hensher and O'Dell had already submitted capital project proposals to the clerk, for consideration by Full Council:	Clerk to take forward.	Local Government Finance Act 1992, Part 1, Ch IV, s41 (1).

		• Real Time Bus Information proposal (Cllr O'Dell); • Resurfacing of existing play areas – recreation ground and memorial hall (Cllr Hensher); • Extending Christmas lighting (Cllr Hensher). The clerk would work on revenue budget headings once her study deadline for 2017 had passed. Proposed: Cllr Bygraves. Seconded: Cllr Hensher. Resolved by all present.		
FG17/102	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	Cllr Lloyd requested a guide to signing and authorising payments be included on future agendas and agreed to send a copy to the clerk. Resolved to approve and present to next Full Council as Receipts and Payments, for information. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FG17/103	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press present please leave, in order to discuss the following item(s).	There were no members of the public or press present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
FG17/104	To receive a report from the Appraisals Sub-Committee with regard to the clerk's Job Description Form and to make recommendation to Full Council as necessary.	As Cllr O'Dell was unable to attend the meeting it was agreed to defer this agenda item until he was able to attend and deliver the Appraisals Sub-Committee's report.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.10pm.