



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Finance & General Purposes Committee** meeting held on Wednesday 29th November 2017 at 7.45pm 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 Bygraves (in the chair in the absence of Cllr Lloyd), Hensher and Quirk. Cllrs Martin, Noakes and O'Dell were in attendance. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FG17/105	Apologies for absence. Cllrs Lloyd and 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.
FG17/106	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FG17/107	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.
FG17/108	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

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Signed at Full Council:.....

FG17/109	List of correspondence received (copies of correspondence can be requested from the clerk). None.	N/A.	N/A.	N/A.
FG17/110	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 25 th October 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).
FG17/111	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.
FG17/112	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.
FG17/113	To receive the attached Generic Guide to Payment Authorisation, to be used in conjunction with agenda item FG17/114 below.	It was noted Cllr Lloyd had not yet completed the Generic Guide.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2017.
FG17/114	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).  FG17-114.pdf	Resolved to approve and present to next Full Council as Receipts and Payments, for information. Proposed: Cllr Quirk. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FG17/115	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).

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Signed at Full Council:.....

FG17/116	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.	Resolved to carry this agenda item forward to the next meeting of this committee (January 2018).	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
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Meeting closed at 8.00pm.