



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Finance & General Purposes Committee** meeting held on Wednesday 28th November 2018 at 7.35pm in the Memorial Hall, Bedford Road, Wootton.

Agenda no	Agenda item title			Power
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, O’Dell, 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
FG18/090	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FG18/091	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FG18/092	To consider any dispensation requests received by the clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None received.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
FG18/093	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
FG18/094	List of correspondence received (copies of correspondence can be requested from the clerk).	N/A.	N/A.	N/A.

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Chairman.....

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Date 30th January 2019

Signed at Full Council.....

	None.			
FG18/095	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 31 st October 2018.	Resolved to receive and adopt. Proposed: Cllr Bygraves. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FG18/096	Matters arising from the minutes – for information only. None.	N/A.	N/A.	N/A.
FG18/097	To receive the Income & Expenditure report for all Finance & General Purposes cost centres and Earmarked Reserves report for all cost centres for 2018-19, to date – for information only.	No further comments received.	Clerk to keep on file.	Governance & Accountability for Smaller Authorities in England 2018.
FG18/098	To receive a report from the Clerk regarding investment of funds and to make recommendation to Full Council as necessary.	Resolved the Clerk look to place between £85k-£100k with several bank/building societies (in accordance with the Investments Policy) to ensure diversity and email all members with final choices before investment. Cllr Bygraves to provide details of suitably rated organisations. Proposed: Cllr Bygraves. Seconded: Cllr Quirk. Resolved by all present.	Clerk and Cllr Bygraves to take forward.	Localism Act 2011, Ch 1, s1-8.
FG18/099	To consider committee financial requirements (annual expenditure, capital and revenue projects) for 2019-20, ahead of finalising the precept demand in January 2019 and to make recommendation to Full Council as necessary.	The annual expenditure budget headings (circulated ahead of this meeting) were noted. Resolved to recommend a 2.5% increase in the precept to Full Council (subject to precept figures expected to be received from Bedford Borough Council at the end of December 2018) and to put the following projects forward:	Clerk and Cllr Lloyd to take forward.	Local Government Finance Act 1992, s41. Financial Regulations.

		£2k for an open air cinema/theatre event – venue to be determined. Proposed: Cllr Lloyd. Seconded: Cllr Bygraves. Resolved by all present.		
FG18/100	To approve payments as per attached schedule(s), resolve a suitable course of action and present to next Full Council as Receipts and Payments, for information. (Please note this is the only 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 Quirk. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FG18/101	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).
FG18/102	To receive a report from the Clerk regarding the appointment of an internal auditor and to make recommendation to Full Council as necessary.	Resolved to appoint Messrs Keens Shay Keens Ltd as the internal auditor and to make that recommendation to Full Council. Proposed: Cllr Bygraves. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.50pm.