



WOOTTON PARISH COUNCIL



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Minutes of the **Finance & General Purposes Committee** meeting held on Wednesday 31st January 2024 at 7.30pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

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, Tyerman and Wheeler. Cllr Wheeler is also Borough Councillor for Wootton and Kempston Rural. In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FG24/001	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FG24/002	Disclosure of local and/or disclosable pecuniary interests. Cllr Lloyd declared a local interest in agenda item FG24/011 (potential use of 'Placing People' to assist with the recruitment process).	Noted for the minutes.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
FG24/003	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.
FG24/004	Report from outside organisations – for information only.	N/A.	N/A.	N/A.

FG24/005	List of correspondence received (copies of correspondence can be requested from the clerk). None.	N/A.	N/A.	N/A.
FG24/006	Minutes of the previous meeting. Members of the Finance & General Purposes Committee are asked to receive and adopt the minutes of the Finance & General Purposes Committee meeting held on the 29 th November 2023.	Resolved to receive and adopt. Proposed: Cllr O'Dell. Seconded: Cllr Tyerman. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FG24/007	Matters arising from the minutes – for information only. None.	N/A.	N/A.	N/A.
FG24/008	To receive the Income & Expenditure report for all Finance & General Purposes cost centres and Earmarked Reserves report for all cost centres for 2023-24, to consider any budget heading virements – for information only.	No further comments received.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2023.
FG24/009	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 an executive function of this committee). https://wootton-pc.gov.uk/parish-council/finances/?eeFolder=Finance/ReceiptsPayments&eeFront=1	Resolved to approve and present to next Full Council as Receipts and Payments, for information. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Tyerman. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FG24/010	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.	N/A.
FG24/011	To receive the resignation of the recreation ground caretaker and consider next steps in relation to their replacement (including changes to the Contract of Employment and Job Description Form) and to make recommendation to Full Council as necessary.	After discussion, it was resolved to amend the contract to 14 hours per week (plus bank holidays) and instruct 'Placing People' to take the recruitment process forward. Progress would be reviewed at the next meeting of this committee. Proposed: Cllr Tyerman. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed 7.49pm.