

WEST BLETCHLEY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 5TH AUGUST 2019 IN THE COUNCIL OFFICES, 221 WHADDON WAY, WEST BLETCHLEY

Present: Cllrs Cockbaine, Gibb, Kearon, Lindop, McKenzie, B Moore, P Moore, Nazir and Thomas.

In Attendance: The Clerk and Deputy Clerk.

FGP19/32 Apologies – Cllrs Belcher, Delfani, N Long, Revell and Wales.

FGP19/33 Declarations of Interest – None

FGP19/34 Minutes of Meeting held on 3rd June 2019

Cllr B Moore signed the minutes as a correct record of the meeting.

FGP19/35 Report of Responsible Financial Officer

a) 2018/19 Accounts

Resolved: that the report be received.

b) 2019/20 Budget

Resolved: that the report be received.

c) 2020/21 Estimates

Resolved: that the report be received.

d) Payments Policy

Recommended: that the following limits be set for the approval of payments:

Approval of payments by officers – for sums of up to £10,000

Approval of payments by Committees – for sums above £10,000 up to £60,000

Approval of payments by Full Council – for sums above £60,000.

e) Investment Strategy

Recommended that:

i) officers be authorised to transfer the sum of £770,000 from the Nat West Business Reserve Account to the new PSDF Account,

ii) officers be authorised to transfer the resultant balance of funds in the Nat West Business Reserve Account to the Nat West Current Account,

iii) following the actions agreed above, the Nat West Reserve Account be closed.

(NB: Cllr Kearon asked for his objection to this proposal to be recorded)

FGP19/36 Payment of Accounts

Resolved that:

a) the minutes of the meeting of the Accounts Sub Committee held on 2nd July 2019 be received,

b) the schedule of payments for the period ending 26th July 2019 be approved,

c) an updated schedule of payments which arise on a regular basis be approved in accordance with Financial Regulation 5.6.

d) the record of approved payments be signed in accordance with Financial Reg 5.7.

e) the two new direct debit mandates for receipt of card payments for the billing fee and settlement to Barclaycard be approved,

f) a meeting of the Accounts Sub Committee will take place at 2pm on Tuesday 3rd September 2019.

- FGP19/37** **Item as required by Financial Regulation 2.2. –**
Resolved: to note that Cllr Kearon verified bank statements, for the period 1st April to 30th June 2019, and found no matters arising for the Committee’s consideration.
- FGP19/38** **Exclusion of Press & Public**
Resolved: that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
- FGP19/39** **Appointment of Estates Caretaker**
Resolved: that the new post holder be appointed at the top spinal column point of the advertised pay scale.
- FGP19/40** **Date of Next Meeting**
Members noted that the next meeting of this Committee will be held on 7th October 2019 at 7.30pm.

Signature – Chair of the Finance and General Purposes Committee