

WEST BLETCHLEY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 2ND DECEMBER 2019 IN THE COUNCIL OFFICES, 221 WHADDON WAY, WEST BLETCHLEY

Present: Cllrs Gibb, Kearon, Lindop, P Moore, Nazir and Revell.

In Attendance: The Clerk and Deputy Clerk.

FGP19/56 Apologies – Cllrs Belcher, Cockbaine, Delfani and McKenzie.

FGP19/57 Declarations of Interest – None

FGP19/58 Minutes of Meeting held on 7th October 2019
Cllr Lindop signed the minutes as a correct record of the meeting.

FGP19/59 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) 2019/20 Accounts
Resolved: that the report be received.

d) 2020/21 Estimates
Resolved: that the draft estimates for 2020/21 be approved for submission to Full Council.

e) Designated Project Funds
Resolved: that the timetables for spending of designated project funds be approved for submission to Full Council.

f) 2020/21 Scales of Charges
Recommended: that the proposed charges, as detailed in the report, be approved.

FGP19/60 Payment of Accounts
Resolved:

a) to note that the meeting of the Accounts Sub Committee due to be held on 5th November 2019 was inquorate,

b) that the schedule of payments for the period ending 25th November 2019 be approved,

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

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

e) that a meeting of the Accounts Sub Committee will take place at 2pm on Tuesday 14th January 2020.

FGP19/61 Item as required by Financial Regulation 2.2.
Resolved: to note that Cllr Kearon verified bank statements, for the period 1st July to 30th September 2019, and found no matters arising for the Committee's consideration.

FGP19/62 Council Policies
Resolved that:

i) the report of the Clerk be received,

ii) the updated Child Protection Policy be adopted.

FGP19/63 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.

FGP19/64 Staffing Matters

Recommended: that the Person Specification for the new post of Environmental Projects Officer be amended to include responsibilities for the management of budgets and staff/volunteers and that the salary for this post be accordingly increased to scp range 27-31.

FGP19/65 Date of Next Meeting

Members noted that the next meeting of this Committee will be held on 10th February 2020 at 7.30pm.

Signature – Chair of the Finance and General Purposes Committee