

WEST BLETCHLEY COUNCIL

**MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
HELD ON MONDAY 7TH AUGUST 2017
IN THE COUNCIL OFFICES, 221 WHADDON WAY, WEST BLETCHLEY**

Present: Cllrs Cockbaine, Gibb, Kelley, Legg, Lindop, McKenzie and Moore.

In Attendance: Cllr N Long and the Clerk.

FGP17/28 Apologies – Cllrs Belcher and Thomas.

FGP17/29 Declarations of Interest – None.

FGP17/30 Minutes of Meeting held on 12th June 2017
Cllr Moore signed the minutes as a correct record of the meeting.

FGP17/31 Report of Responsible Financial Officer
a) 2017/18 Budget
Resolved: that the report be received.
b) 2018/19 Budget Estimates
Recommended: that the Council's Committees be asked to submit progress reports on the proposed timetables for spending of designated projects funds, for projects within their approved 'terms of reference', for consideration as part of the budget setting process.

FGP17/32 Payment of Accounts
Resolved that:
i) the minutes of the meeting of the Accounts Sub Committee held on 4th July 2017 be received,
ii) the schedule of payments for the period ending 31st July 2107 be approved,
iii) an updated schedule of payments which arise on a regular basis be approved in accordance with Financial Regulation 5.6.
iv) the record of approved payments be signed in accordance with Financial Reg 5.7.
v) a meeting of the Accounts Sub Committee be arranged to take place at 2pm on Tuesday 5th September 2017.

FGP17/33 Items as required by Financial Regulation 2.2
Resolved: that the Committee notes that Cllr Kearon verified bank statements, for the period 1st April to 30th June 2017, and found no matters arising for the Committee's consideration.

FGP17/34 Council Policies
Resolved that:
i) the report of the Head of Council Services be received,
ii) the Confidentiality Policy be approved but that a further review of this policy be undertaken to ensure compliance with the General Data Protection Regulation (GDPR) when it comes into force in May 2018,
iii) the Complaints Handling Procedure be approved.

FGP17/35 Date of Next Meeting
Members noted that the next meeting of this Committee would be held on **2nd October 2017 at 7.30pm.**

Signature – Chair of the Finance and General Purposes Committee