

WEST BLETCHLEY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 3RD DECEMBER 2018 IN THE COUNCIL OFFICES, 221 WHADDON WAY, WEST BLETCHLEY

Present: Cllrs Cockbaine, Gibb, Kearon, Lindop and Moore.

In Attendance: The Clerk

FGP18/53 Apologies – Cllrs Belcher and Thomas.

FGP18/54 Declarations of Interest – None

FGP18/55 Minutes of Meeting held on 1st October 2018

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

FGP18/56 Report of Responsible Financial Officer

a) 2017/18 Accounts

Recommended: that the Council formally notes the external auditor's comments, in that "the authority has not provided: a year-end cash book in support of Section 2, Box 8", and confirms that this information will be provided, as required, in future years.

b) 2018/19 Budget

Resolved: that the report be received.

c) 2018/19 Accounts

Resolved: that the report be received.

d) 2019/20 Budget Estimates

Resolved: that the draft estimates for 2019/20 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) 2019/20 Scales of Charges

Recommended: that the proposed charges, as detailed in the report, be approved.

FGP18/57 Payment of Accounts

Resolved that:

- i) the minutes of the meeting of the Accounts Sub Committee held on 6th November 2018 be received,
- ii) the schedule of payments for the period ending 23rd November 2018 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 revised standing order instruction to RTM Landscapes Ltd for the sum of £15,777.12 for the payment of the landscape contract be approved,
- vi) a meeting of the Accounts Sub Committee be arranged to take place at 2pm on Tuesday 8th January 2019.

FGP18/58 Item as required by Financial Regulation 2.2

Resolved: that the Committee notes that Cllr Kearon verified bank statements, for the period 1st July to 30th September 2018, and found no matters arising for the Committee's consideration,

FGP18/59 Council Contracts

Resolved: that the report of the Clerk be received,

Recommended: that the Council's officers be authorised to agree a further 3 year contract for insurance with Zurich Insurance.

FGP18/60 Date of Next Meeting

Members noted that the next meeting of this Committee would be held on **4th February 2019 at 7.30pm.**

Signature – Chair of the Finance and General Purposes Committee