

WEST BLETCHLEY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 1ST OCTOBER 2018 IN THE COUNCIL OFFICES, 221 WHADDON WAY, WEST BLETCHLEY

Present: Cllrs Belcher, Cockbaine, Gibb, Kearon, Lindop, N Long, McKenzie, Moore and Wales.

In Attendance: the Administration & Finance Manager and the Parks & Environment Manager

FGP18/44 Apologies – Cllr Thomas.

FGP18/45 Declarations of Interest – None

FGP18/46 Minutes of Meetings held on 6th August & 10th September 2018
Cllr Moore signed the minutes as correct records of the meetings.

FGP18/47 Report of Responsible Financial Officer

a) 2018/19 Budget

Resolved: that the report be received.

b) 2019/20 Estimates

Resolved: that the report be received.

c) Gully Weed Control

Resolved that:

- (i) this Committee considers funding option (ii) to be the most feasible,
- (ii) Officers investigate “the Parishes Clean Up Fund” as a potential source of additional funds.

FGP18/48 Payment of Accounts

Resolved that:

- i) the minutes of the meeting of the Accounts Sub Committee held on 4th September 2018 be received,
- ii) the schedules of payments for the periods ending 21st September 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 meeting of the Accounts Sub Committee be arranged to take place at 2pm on Tuesday 6th November 2018.

FGP18/49 Council Contracts

Resolved that:

- i) the report of the Administration & Finance Manager be received,
- ii) the following utility contracts remain with our current provider SSE and be renewed for a period of thirty six months from 1st October 2018:
 - gas & electricity supplies to the Frank Moran Centre
 - gas supply to 221 Whaddon way
 - electricity supply to Rickley Park Pavillion
- iii) LSI Utility brokers be authorised to continue their brokerage services to WBC for the period until 30th September 2021.

FGP18/50 Council Policies

Resolved that:

- i) the report of the Administration & Finance Manager be received,
- ii) the updated Data Protection Policy Statement be approved,

Recommended:

- i) that the following policies be approved:
- Complaints Handling Procedure
 - Staff Disciplinary & Grievance Procedure

FGP18/51 Staffing Matters

Resolved:

- i) that the report be received.

Recommended

- i) that the Clerk be authorised to recruit a new member of staff to fill the recently vacated post of Estates Caretaker on the revised terms contained in the report.

FGP18/52 Date of Next Meeting

Members noted that the next meeting of this Committee would be held on **3rd December 2018 at 7.30pm.**

Signature – Chair of the Finance and General Purposes Committee