

WEST BLETCHLEY COUNCIL
MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
HELD ON MONDAY 13th APRIL 2015
IN THE COUNCIL OFFICES, 221 WHADDON WAY, WEST BLETCHLEY

Present: Cllrs Belcher, Cockbaine, Kearon, Long and Turnbull.

In Attendance: the Head of Council Services.

FGP15/11 Apologies – received from Cllr Moffatt.

FGP15/12 Declarations of Interest - None

FGP15/13 Minutes of Meeting held on 2nd February 2015
Cllr Turnbull signed the minutes as a correct record of the meeting.

FGP15/14 Report of Responsible Financial Officer

a) 2014/15 Budget

Resolved that:

- i) the report be received,
- ii) the Committee approve the virement of the sum of £5,000, as a grant received from MKC's Community Safety Fund to a designated project fund.

b) 2014/15 Accounts

Resolved: that the report be received and the schedule of actions in respect of this year's audit of accounts be noted.

c) 2015/16 Budget

Resolved that:

- i) the report be received,
- ii) the Committee approves the increase of £1,500 in budget line 101/4260 – Parish Council Software, with a commensurate decrease in budget line 101/4299 – Council Contingency.

d) Designated project Funds

Resolved that:

- i) the report be received,
- ii) the following project "underspends" be vired and added to the general project fund:
120/4801 Traffic Calming £9,442
120/4805 Upgrade Access Doors £126
120/4822 New Council Vehicle £1,027.

e) VAT on insurance that is recharged

Resolved that:

the report be received and the recommendation to pay the VAT be approved.

FGP15/15 Payment of Accounts

Resolved that:

- i) the minutes of the meeting of the Accounts Sub Committee held on 3rd March 2015 be received,
- ii) the schedule of payments for the period ending 31st March 2015 be approved,
- iii) a direct debit for payment of non-domestic rates for Rickley Park Changing Rooms be approved and added to the schedule of payments which arise on a regular basis in accordance with Financial Regulation 5.6.
- iv) that the frequency of a direct debit payment in favour of BE Fuel Cards is twice monthly and not monthly is noted.

- v) the record of approved payments be signed in accordance with Financial Regulation 5.7.
- vi) a meeting of the Accounts Sub Committee be arranged to take place at 2pm on Tuesday 5th May 2015.

FGP15/16 Council Policies

Resolved that:

- i) the report of the Head of Council Services be received,
- ii) The following policy documents are adopted for a further period:
 - Data Protection Policy
 - Equality and Diversity Policy
 - Child Protection and Safeguarding Policy
 - Operational Risk Assessments.

FGP15/17 Exclusion of Press and 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.

FGP15/18 The Frank Moran Centre

Resolved that:

- i) The report of the Head of Council Services be received.
- ii) The appointment of Kirkby and Diamond be approved.
- iii) The list of contractors who will be asked to tender for specified works be approved.

Recommended that:

- iv) estimated project costs are approved and that the recommended virements be made.
- v) For the purposes for VAT, West Bletchley Council “opts to tax” for facilities provided at the Frank Moran Centre, but will not charge relevant VAT to tenants and/or hirers, accounting for VAT payable itself.

FGP15/19 Date of Next Meeting

Members noted that the next meeting of this Committee would be held on **Monday 15th June 2015 at 7.30pm.**

Signature – Chair of the Finance and General Purposes Committee