



WILLINGHAM PARISH COUNCIL

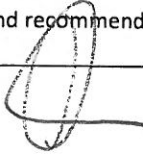


Minutes of the Finance and General Purposes Committee meeting held on Wednesday 19 November 7:30 pm
In the Parish Council Office, Ploughman Hall, West Fen Road, Willingham

Present Councillors:- A Cook (Chair), P King, S Mellows, D Law, R Croucher, J Smith (arrived 7.50pm)

RFO : Mrs S Rutherford

	Actions																
<p>1. Apologies for absence Were received from Councillor Kirkman due to being unwell</p>																	
<p>2. Declarations of interest None</p>																	
<p>3. Public Forum None</p>																	
<p>4 Minutes of the meeting held on the 16 September 2014 Councillor Croucher proposed the minutes be accepted as a true record of the meeting, seconded by Councillor Mellows and agreed with three votes in favour and two abstentions due to not being at the meeting.</p>																	
<p>5. Any matters arising from the meeting held on the 16 September not covered elsewhere on the agenda. None</p>																	
<p>6. To discuss and agree budget bids and precept requirement for 2015/2016</p> <table border="0"> <tr><td>Halls</td><td>£11,200</td></tr> <tr><td>G&B</td><td>£4,000</td></tr> <tr><td>Cemetery</td><td>£4,500</td></tr> <tr><td>L&A</td><td>£24,900</td></tr> <tr><td>F&GP</td><td>£45,800</td></tr> <tr><td>Meadow Road</td><td>£13,157</td></tr> <tr><td>Youth building</td><td>£6,000</td></tr> <tr><td>General reserves</td><td>£4,443</td></tr> </table> <p>Total precept bid £114,000</p>	Halls	£11,200	G&B	£4,000	Cemetery	£4,500	L&A	£24,900	F&GP	£45,800	Meadow Road	£13,157	Youth building	£6,000	General reserves	£4,443	
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<p>Councillor Cook proposed the above budget requirements and precept bid be recommended to the full parish council at their meeting to be held on the 3 December 2014. This was seconded by Councillor Law and agreed unanimously.</p>	DEC FPC meeting																
<p>7. Review and agree Parish Council Assets Register. This was reviewed and amendments agreed. The RFO would incorporate the changes and pass to the clerk so that the insurers could be notified.</p>	RFO/Clerk																
<p>8. To review and check financial risk assessments for the Parish Council. It was agreed to add monthly building checks to the checklist and recommend the council continue with an annual review of the risk assessments checks as they then stand.</p>	DEC FPC meeting																

 3/2/15

398

9. Review/consider regulations and policies that need updating.

Finance Regs

Councillor Cook proposed the committee recommend that the council accept the highlighted changes to monies in line with rising costs, seconded by Councillor King and **agreed** unanimously.

DEC FPC meeting

Written Word

Councillor Law proposed the committee recommend that the council accept the changes to items 5 and 7 as highlighted in attached copy, seconded by Councillor Croucher and **agreed** unanimously

DEC FPC Meeting

Grant Aid

Councillor Cook proposed the committee recommend that the council accept the changes to the opening paragraph as highlighted in the attached copy. This was seconded by Councillor King and **agreed** unanimously

DEC FPC Meeting

Dispensation Request

Councillor Law proposed the committee recommend that the council accept the policy which had been rewritten in line with the new standing order adopted at the November 2014 FPC meeting. This was seconded by councillor Smith and **agreed** unanimously.

DEC FPC Meeting

It was agreed that the following policies did not require amendment at the present time: Code of Conduct, Public Speaking, Record Management, Freedom of Information, Safeguarding Young Children & vulnerable adults, Equal Opportunities, Public Access

10. To review NJC pay scale recommendations and agree implementation.

Pay review details had been received. Councillor Cook proposed the committee recommend this review is accepted and implemented, seconded by Councillor King and **agreed** unanimously.

DEC FPC Meeting


11. Items for future meetings

None

12. Date of next meeting

To be decided

Meeting closed at: 9.05pm

 3/2/15