

Finance & General Purposes Committee

04-12-17 (FINAL)

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SPEEN PARISH COUNCIL

MINUTES OF THE F&GP MEETING HELD ON 04/12/17 at 8:30pm at Speen Pavilion, Speen Recreation Grounds, Station Road, Speen.

PRESENT	Councillors	S LARKINS, T MATHERS, A AMIRTHARAJ
	CLERK	Lisa Blake

Open Session: No guests or press were present.

Resolution	Item	Action
	1. Apologies for absences Cllr Newell-Hart	
	2. Minutes of previous meeting 2.1 Minutes from meeting 31st August 2017 approved 2.2 Proposed by Cllr Larkins, Seconded by Cllr Mathers. All in favour	
	3. Declarations of Interest: None	
	4. 2018/19 Precept 4.1 Recreation ground figure has been reduced. A hedge cut at Stockcross was included in the 17/18 budget previously and this has now been taken out of the draft precept as was unspent in 17/18. Cllr Amirtharaj queried the Utility bills at Stockcross recreation ground. The biggest increase is Environmental Maintenance, this is due to the change of contractor in 2017. Clerks salary calculation to be checked. IT costs to be increased to reflect £20 a month hosting fees and £1,000 development costs for the new website. Clerk to check the BALC AGM notes re costs for 2018 for BALC membership. Initially there was a 12% precept increase on 2017/18. It was agreed that the increase in Environmental maintenance could be spread over two years to reduce the overall budget increase. The precept will be amended prior to the proposal at the next Full council meeting.	Clerk
	5. Accounting software 5.1 No update	
	6. Policies 6.1 There are two updates to the S137 policy. Add section to read 'Grants not to be made for Running, operational or General Maintenance costs'. To be added as section 6.7. Section 5.3 to be amended to read 'projects that primarily improve or benefit privately owned land or property' 6.2 Proposed by Cllr Larkins, Seconded by Cllr Mathers. All in favour	Clerk
	7. New Councillors 7.1 This issue was discussed in the Communications meeting.	
	8. General Data Protection Regulations 2018 8.1 Cllr Larkins explained the changes required for the DPR in 2018. The main change is to appoint a Data Protection officer. Clerk to speak to the Internal Auditor firm to ask if this is a task they can take on	Clerk
	9. Risk Assessment 9.1 Clerk to check table for timings of Risk Assessment tests	Clerk
-	10. WBDC library funding correspondence	

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	<p>10.1 This item has been added to the Full council meeting for discussion. Clerk to check with Jayne Kirk at BALC to determine that a General Power of competence must exist to contribute to Libraries and if there has been a change in advice from BALC.</p>	
	<p>11. Health and Safety 11.1 No issues</p> <p>12. Correspondence 12.1 Online training resource offered by WBC as a Clerk Training resource. £50 a year. It was agreed to take up this offer 12.2 Proposed by Cllr Larkins, Seconded by Cllr Amirtharaj. All in favour</p> <p>13. Exclusion of the Press and Public 13.1 No member of the press or public were present</p> <p>14. Clerk has successfully completed the Probation period</p>	

There being no further business to conduct, the meeting ended 9:35 pm

Signed:	Name (print):	Date:
	Position:	

Page approved by (initials) & date:

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