



Oundle Town Council

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Minutes of the Town Council Finance & General Purposes held on Tuesday 12th June 2018 at 7.30pm in The Oundle Suite, Fletton House, Oundle.

Present: Cllrs: Cllr Hutton, Cllr Sparkes, and Cllr Glen

Clerk: Emma Baker

Finance Officer: Paul Smith

FGP18.01. Apologies for Absence

18.01.01. To receive apologies for absence.

Apologies were received from Cllr Chapple and Cllr Robinson

18.01.02. To accept apologies for absence.

FGP18.02. Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*)

(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

18.02.01. To declare any Disclosable Pecuniary Interests.

None

18.02.02. To declare any Other Interests.

None

FGP18.03. Representations from Interested Parties

A period of no longer than 10 minutes will be allocated for members of the public to address the meeting about items on this agenda at the **Chairman's discretion**. (*Standing Order 3d and 3e*).

None.

FGP18.04. Consideration of Requests from Interested Parties

None received.

FGP18.05. Minutes of Previous Meetings – Finance & General Purposes and Committee

18.05.01. PROPOSITION: *'To approve and sign the minutes of the Finance and General Purposes and Personnel Committee meeting held on 10th April 2018 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

Proposed: Cllr Glen

Seconded: Cllr Sparkes

Resolved: All in favour

JH

FGP18.06. Financial Matters

18.06.01. To review the Finance and General Purposes Terms of Reference.
It was agreed that the Terms of Reference would be amended to include the following paragraph –
“At the Annual meeting of the Council two Verification Councillors will be elected who shall be responsible for reporting to the Council on Financial matters, putting forward propositions to the Council in relation to its monthly expenditure and carrying out internal checks on behalf of the Council to ensure that its financial management is adequate and effective. The Verification Councillor will not be the Mayor or Deputy Mayor and will not be a signatory on the bank accounts.”

Proposed: Cllr Glen **Seconded:** Cllr Sparkes **Resolved:** All in favour

18.06.02. To receive the Balance Sheet, Bank Reconciliation, Budget Account for April and May 2018.
The Finance Officer presented the monthly accounts to the Councillors. Cllr Glen thought the figures for the Hub were looking promising.

18.06.03. To consider application for a grant from Oundle Phab Club.
A grant of £500 was approved.

Proposed: Cllr Hutton **Seconded:** Cllr Glen **Resolved:** in favour

18.06.04. To consider application for a grant from Oundle Festival of Literature.
A grant of £200 was approved. The Councillors agreed that they supported the group but felt that they did have healthy reserves.

Proposed: Cllr Hutton **Seconded:** Cllr Glen **Resolved:** All in favour

Please note that in view of the special and/or confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw (Standing Order 3c).

Proposed: Cllr Glen **Seconded:** Cllr Hutton **Resolved:** All in favour

The meeting closed at 7.54 pm. The Finance Officer left the meeting.


18.06.05. To consider a proposal for full council to complete the investigation into outsourcing our accounting processes.
It was approved that a proposal would be put to the full council to end the investigation into outsourcing our accounting processes.

Proposed: Cllr Hutton **Seconded:** Cllr Glen **Resolved:** All in favour

FGP18.07. Any other business for Report Only

There being no further business the meeting closed at 7 58pm

Signed:..........

Dated:..........