



Oundle Town Council

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Minutes of the Town Council Finance & General Purposes Committee Meeting held on Tuesday 8th October 2019 at 7.30pm in The Oundle Suite, Fletton House, Oundle.

Present: Cllrs: Cllrs T Robinson, T Stagg, D Chapple, R Sparkes, V Chesser, C Humphreys, M Glen and P Peel
Clerk: Emma Baker
Finance Officer: Paul Smith

FGP19.15. Apologies for Absence

19.08.01. To receive apologies for absence.
Apologies were received from Cllr Hutton

FGP19.16. 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.)

19.16.01. To declare any Disclosable Pecuniary Interests.
19.16.02. To declare any Other Interests.

FGP19.17. 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*).

FGP19.18. Consideration of Requests from Interested Parties

None received.

FGP19.19. Minutes of Previous Meetings – Finance & General Purposes and Committee

19.19.01. PROPOSITION: *'To approve and sign the minutes of the Personnel Committee meeting held on 11th September 2018 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

Proposed: Cllr Robinson **Seconded:** Cllr Sparkes **Resolved:** 4 in favour

19.19.02. PROPOSITION: *'To approve and sign the minutes of the Finance & General Purposes Committee meeting held on 9th July 2019 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

Proposed: Cllr Peel **Seconded:** Cllr Stagg **Resolved:** 4 in favour

FGP19.20. Financial Matters

- 19.20.01. To receive the Balance Sheet, Budget Account, Hub trading account for September 2019.
Accounts were received.
Discussion regarding the hub. The Mayor is attending a weekly meeting with the hub team leader, Clerk and Communication & Admin Officer to look at reducing costs and increasing income.
- 19.20.02. To consider grant request from Oundle Cricket Club.
It was agreed that OTC would pay an amount which is the difference between what they have raised and the amount remaining for the piece of equipment at £2,300 with a cap of £1,000. The Clerk will send details of a lower cost piece of equipment.
Proposed: Cllr Chapple **Seconded:** Cllr Robinson **Resolved:** 7 in favour
- 19.20.03. To consider grant request from Oundle Amateur Theatrical Society.
Deferred to Full Council meeting as mistake made on agenda.
- 19.20.04. To review the amended Grants Policy.
The Grants Policy was approved.
Proposed: Cllr Stagg **Seconded:** Cllr Robinson **Resolved:** All in favour
- 19.20.05. To receive the finance report as discussed at the Estates Committee meeting and approve finance proposals
Cllr Stagg gave a report on the OTC Finance proposal that he had produced to enable us to plan our budget to incorporate a 3 year financial plan. A discussion regarding how we manage our buildings and plan for a future plan on how best we finance these buildings arose. It was agreed that the Finance Officer would put together a report on the PWLB Loan for the QVH to be presented at the next QVH meeting. The finance proposals were approved subject to the inclusion of Full Council meetings and £2,000 figure in the document.
Proposed: Cllr Robinson **Seconded:** Cllr Stagg **Resolved:** All in favour
- 19.20.06. To approve the new Financial Regulations
The Financial Regulations were approved. Subject to a minor change in the title.
Proposed: Cllr Peel **Seconded:** Cllr Stagg **Resolved:** All in favour
- 19.20.07. To receive the External Auditor report for the year up to March 31st 2019 and approve actions.
The report was received and actions approved.

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 Robinson **Seconded:** Cllr Chapple **Resolved:** 7 in favour
1 against.



Meeting closed at 8.40pm
Meeting opened at 8.51pm

Pers 19.21. Personnel Matters

19.21.01 To receive an update on staff appraisals and amended job descriptions
Amend the job descriptions to incorporate work for the QVH.

19.21.02. To receive the Council's Formal Grievance Procedure amendment for circulation to all staff.
Received.

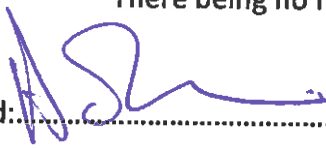
FGP19.22. Any other business for Report only

Christmas tree being elected on 17th November. Cllr Peel would like volunteers to help with installing it in the marketplace.

The Mayor informed the meeting about the recent accident in the town.

There being no further business the meeting closed at 8.55pm

Signed:.....



Dated:.....

17th Nov 2019