



Oundle Town Council

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Minutes of the Town Council Finance & General Purposes Committee Meeting held on Tuesday 14th February 2023 at 7.30pm in The Oundle Suite, Fletton House, Oundle.

Present: Cllrs: Cllrs D Chapple, I Clark, R Reichhold and J Wade
Clerk: Emma Baker
Finance Officer: Paul Smith

FGP22.29. Apologies for Absence

22.29.01. To receive apologies for absence.

The apologies were received and accepted from Cllr Hutton and Cllr Arnold.

FGP22.30. 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.)

22.30.01. To declare any Disclosable Pecuniary Interests.

22.30.02. To declare any Other Interests.

Cllr Chapple declared an interest item 22.34.02. and 22.34.08.

Cllr Clark declared an interest – item 22.34.08.

FGP22.31. 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*).

FGP22.32. Consideration of Requests from Interested Parties

None received.

FGP22.33. Minutes of Previous Meetings – Finance & General Purposes Committee meeting

22.3.01. PROPOSITION: 'To approve and sign the minutes for the Finance and General Purposes Committee meeting held on 8th November 2022 as an accurate record.' (*Standing Order 12*).

The minutes were approved.

Proposed: Cllr Chapple

Seconded: Cllr Reichhold

Resolved: All in favour

FGP 22.34. Financial Matters

22.34.01. To receive the accounts for January 2023
The accounts were received.

Grant Applications

22.34.02. To consider the grant application from the Oundle and District Choral Society.

The grant application for £750 was approved. The committee asked the Clerk, when informing the Oundle and District Choral society, to ask if they could consider offering concessions for under 18's and when applying for the grant to not ask as an annual renewal request.

Proposed: Cllr Clark **Seconded:** Cllr Chapple **Resolved:** All in favour

22.34.03. To consider the grant application from the Oundle Cricket Club.

The grant application for £1,000 was approved.

Proposed: Cllr Clark **Seconded:** Cllr Chapple **Resolved:** All in favour

22.34.04. To consider the grant application from the Oundle Festival of Music and Drama.

The grant application of £400 was approved.

Proposed: Cllr Clark **Seconded:** Cllr Chapple **Resolved:** All in favour

22.34.05. To consider the Coronation Grant application from the Oundle Yarn Bombing Group.

The grant application £250 available this fin year and if they need more they can reapply.

Proposed: Cllr Clark **Seconded:** Cllr Chapple **Resolved:** All in favour

22.34.06. To consider the Coronation Grant application from the Fletton Field

The grant application for £1760.

The committee were supportive of the idea and agreed to make the amount available to be given out in two payments. The first payment of £1,000 this year and the next payment of £760 next financial year.

Proposed: Cllr Clark **Seconded:** Cllr Wade **Resolved:** All in favour

22.34.07. To consider the Coronation Grant application from the Oundle Squash Club.

The grant application for £1,000 was approved.

Proposed: Cllr Clark **Seconded:** Cllr Wade **Resolved:** All in favour

22.34.08. To consider the Coronation Grant application from Oundle Football Club.

The grant application for £2,000

Proposed: Cllr Clark **Seconded:** Cllr Chapple **Resolved:** All in favour

22.34.09. To consider requesting photographic evidence of projects and events that have received grant funding from OTC.

It was agreed to ask for photos and to update the grant policy to be reviewed in May.

Interim Audit and Procedures

- 22.34.10. To receive the Internal Control Checklist.
The internal control checklist was received.
- 22.34.11. To receive the Interim Internal Audit Report.
The report was received. The Clerk informed the meeting that when the VAT return is due a second period trial balance will be printed to balance with the VAT return and will be verified at the quarterly internal control check.
- 22.34.12. To consider the Financial Risk Assessment to recommend for approval at the next full council meeting.
It was agreed to put the current risk assessment forward to full council for approval without any amendments or additions.
- 22.34.13. To consider the Internal Control Policy to recommend for approval at the next full council meeting.
It was agreed to amend the policy to show which committees had delegated spending powers prior to approval at the full council meeting.
- 22.34.14. To consider the Effectiveness of the Internal Audit review document to recommend for approval at the next full council meeting.
It was agreed to put the current internal audit review document forward to full council for approval without any amendments or additions.

FGP 21.35. Any other business for Report only

There were no items for report.

There being no further business the meeting closed at 8.35pm

Signed:.....

Dated:.....11/4/23