



Oundle Town Council

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Minutes of the Town Council Finance & General Purposes Committee Meeting held on Tuesday 12th February 2019 at 7.30pm in The Oundle Suite, Fletton House, Oundle.

Present: Cllrs: Cllr Hutton, T Robinson, D Chapple and T Stagg
Clerk: Emma Baker
Finance Officer: Paul Smith

FGP18.29. Apologies for Absence

- 18.29.01. To receive apologies for absence.
Cllrs M Glen and R Sparkes
18.29.02. To accept apologies for absence.
The apologies were accepted

FGP18.30. 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.)

- 18.30.01. To declare any Disclosable Pecuniary Interests.
Cllr Chapple declared an interest on item 18.34.02
18.30.02. To declare any Other Interests.
None

FGP18.31. 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*).
None.

FGP18.32. Consideration of Requests from Interested Parties

None received.

FGP18.33. Minutes of Previous Meetings – Finance & General Purposes and Committee

- 18.33.01. PROPOSITION: *'To approve and sign the minutes of the Finance and General Purposes Committee meeting held on 11th December 2018 as an accurate record.'* (*Standing Order 10c*)
The minutes were approved.

Proposed: Cllr Robinson

Seconded: Cllr Stagg

Resolved: 3 in favour
1 abstention

FGP18.34. Financial Matters

- 18.34.01. To receive the Balance Sheet, Budget Account, Hub trading account for January 2019.
The accounts were received. There was some concern with the hub figures as they were significantly down for January. Following a discussion, it was agreed that the staff would look into ways of improving the income and creating ideas for marketing the Hub, with support from the Councillors.
- 18.34.02. To consider grant application from Oundle and District Choral Society.
The grant application for £500 was approved
Proposed: Cllr Robinson **Seconded:** Cllr Hutton **Resolved:** 3 in favour
1 abstention
- 18.34.03. To consider grant application from Oundle Amateur Theatrical Society.
The grant application for £1,000 was approved
Proposed: Cllr Stagg **Seconded:** Cllr Robinson **Resolved:** all in favour
- 18.34.04. To receive the Interim Internal Audit report.
The report was received
- 18.34.05. To receive an update on S106 funds available and to consider potential projects for spending S106 funds from Land at Creed Road/Hillfield Road.
It was agreed that this would be referred to the Estates Committee for discussion about ideas on what to spend the money on.
- 18.34.06. To receive letter from Goldsmiths regarding rent review for Unit 7 Eastwood Road and agree response.
It was agreed that the Clerk ask if there is any movement on the increase.
- 18.34.07. To consider quotes for grass verge cutting and approve recommendation for Full Council approval.
It was agreed that the quote from the Mowerman would be recommended to go before full council for approval.
- 18.34.08. To receive an update on the contract for the photocopier.
It was agreed that we would stay with current contract.
- 18.34.09. To consider current bank signatories for Barclays Bank and Natwest for smooth handover to new account.
It was agreed that Councillor Chapple is to be added to Barclays mandate and Finance Officer be added to the Natwest mandate. The other Councillors would be removed from Natwest account temporarily until the Barclays account was up and running.
- 18.34.10. To agree amendments to Financial Regulations for approval at Full Council meeting.
The amendments were agreed for recommendation and approval at the Full Council meeting.



Proposed: Cllr Stagg

Seconded: Cllr Robinson

Resolved: all in favour

18.34.11. To review the Internal Control Policy.
Amendments were approved.

Proposed: Cllr Chapple

Seconded: Cllr Robinson

Resolved: all in favour

18.34.12. To review the Financial Risk Assessment.

The Financial risk assessment was accepted but it was recognised that it may need to be reviewed later in the year.

18.34.13. To review the Effectiveness of the Internal Audit Review document.

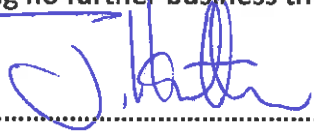
The document was accepted following the removal of 2017/2018 from the third point.

FGP18.35. Any other business for Report Only

Cllr Stagg reminded the Council that the Three-year plan had not been added to the agenda for this meeting. The Clerk informed the meeting that it has been an oversight and that it would be added to future agendas.

There being no further business the meeting closed at 8.30pm

Signed:.....



Dated:.....

9 April 2019