

WYTHALL PARISH COUNCIL

FINANCE POLICY & RESOURCES COMMITTEE

Minutes of Meeting held on Wednesday, 8th February 2017 at Council Office at 7.30.p.m.

PRESENT: Councillor D.Bibbings Chairman
Councillor Mrs.S.Baxter Vice Chairman and P.C.Chairman
Councillor S.Peters
Councillor P.Rattigan
Councillor Mrs.D.Taylor
Councillor L.Turner
Miss P.A.Harrison Executive Officer

Cllr.Footman was also present as an observer.

1. **APOLOGIES:** were noted and accepted from Cllr.Helen Cleaver and Cllr.Mrs.Lee.
- 2(a) **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS:**
None
- (b) **DECLARATIONS OF OTHER DISCLOSABLE INTERESTS:**
Cllr.Peters) Wythall Village Hall Trustee
3. **CONSULTATIONS/RESPONSES/DEVELOPMENT BRIEFINGS ETC:**
None.
4. **CORRESPONDENCE:** None.
5. **FINANCE:**
 - (a) **Bank/Budgets:**
Figures in respect of January 2017 were presented and agreed to take to Full Council for ratification.

ACTION: Seek ratification at Full Council.
 - (b) **Bank Mandate:**
It was agreed to recommend to Full Council the current signatories be changed as follows:
Remove Cllr.Rattigan(former Finance Chairman)
Include Cllr.Bibbings (current Finance Chairman)
(existing signatories Chairman, Cllr.Mrs.Baxter; Vice Chairman, Cllr.Peters; Cllr.Turner and the Executive Officer)

ACTION: Seek authorisation from Full Council.

(c) Financial Regulations:

It was agreed to recommend to Full Council the amendments as proposed to Section 5 Banking Arrangements and Authorisation of Payments as per attached.

ACTION: Seek approval from Full Council.

(d) Grants/Subscriptions:

None.

(e) Schedule of Invoices for payment in February 2017:

It was agreed to recommend to Full Council the schedule as presented.

ACTION: Seek ratification from Full Council.

(f) Public Sector Investment Account:

(i) No Transfer necessary for the current month.

(ii) Cllr.Bibbings had e-mailed the Financial Adviser whose name had been put forward to the Council and will report further when he has heard back.

6. **STANDING ORDERS/FINANCIAL REGULATIONS & POLICIES:**

Updated sets of these documents to be sent to all Councillors prior to the next Full Council Meeting.

ACTION: The EO to progress the above.

7. **LOCAL COUNCILS AWARD SCHEME:**

The EO reported again that the only remaining item to complete for this Award was that she should gain one point in respect of training and this would be achieved by attending the Planning Training Session being held at the Parish Office on the 16th March the day of Full Council when Full Council would be asked to approve the submission of the documentation.

8. **NEIGHBOURHOOD PLAN:**

Meeting of Steering Committee to be arranged.

ACTION: EO to arrange Meeting.

9. **DEMENTIA ACTION ALLIANCE: (Additional item not on the Agenda)**

Following permission granted at the Council Meeting held on the 19th January 2017 to continue to progress this project, it was agreed the EO would pursue this matter further as agreed at the initial meeting with representatives of both WCC and BDC together with Friends of St.Mary's.

ACTION: The EO would further investigate this matter.

10. **ITEMS BROUGHT FORWARD FROM COMMUNITY SERVICES MEETING HELD ON THE 2nd FEBRUARY 2017:**

(a) **Best Kept Frontage Competition:**

Referring to item 14(c) of the Minutes of the above Meeting it was agreed to take this matter for further discussion at Full Council (the sum of £100 was involved).

ACTION: Discuss at Full Council.

11. **ONGOING MATTERS TO BE PLACED ON AGENDA AS AND WHEN A REPORT IS AVAILABLE:**

(a) Community First Responders (Emergency Plan)

(b) Chesterwood

12. **ITEMS FOR NOTING ONLY:**

None.

13. **DATE OF NEXT MEETING:** WEDNESDAY, 8th March 2017 at 7.30.p.m

The Meeting closed at 8.01 p.m.