

WYTHALL PARISH COUNCIL

FINANCE POLICY & RESOURCES COMMITTEE

Minutes of Meeting held on Wednesday, 10th January 2018 at Council Office at 7.30.p.m.

PRESENT: Councillor D.Bibblings Chairman
Councillor Mrs.S.Baxter V.Chairman/PC Chairman
Councillor K. Footman
Councillor P. Rattigan
Councillor S.Peters
Councillor Mrs.D.Taylor
Councillor L.Turner
Miss P.A.Harrison Executive Officer

1. **APOLOGIES:** Were noted and accepted from Cllr.Helen Cleaver and Cllr.Mrs.Hession(nee Lee).
- 2(a) **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS:**
None.
- (b) **DECLARATIONS OF OTHER DISCLOSABLE INTERESTS:** None
3. **CONSULTATIONS/RESPONSES/DEVELOPMENT BRIEFINGS ETC:**
 - (a) NALC Chief Executive's Bulletins 40 - 46
Noted.
 - (b) NALC – Update from Chairman of Larger Councils' Committee
Noted.
 - (c) NALC – Data Protection Officer:
Cllr.Mrs.Baxter referred to the fact that the Parish Council would need to show their “intent” in this matter and consider including an item in the Admin Budget proposals, possibly £300, to cover any expenditure involved.
 - (d) NALC L08-17 (10 Nov 2017) – Privacy Notices and the legal basis for processing personal data:
Cllr.Mrs.Baxter emphasised the necessity to take all necessary steps in this respect.
 - (e) NALC L09-17 (10 Nov 2017) – General Data Processing Regulation and Subject Access Requests:
Comments as L08-17.
 - (f) BDC Hackney Carriage and Private Hire Consultation – closing date 16.2.2018:
It was agreed to recommend to Full Council that the only response that could be made is the fact that this does not have any effect on Wythall.

ACTION: Recommend to Full Council no response be made.

4. **CORRESPONDENCE:**
- (a) Smaller Authorities Audit Appointments – Notification of external auditor appointments for the 2017/2018 financial year:
Noted.
- (b) BDC – Parish Precepts 2018/2019:
Letter requesting completion of form as above.
- (c) Bruno Peek – Battle’s Over – A Nations Tribute 11th November 2018:
Correspondence received seeking some participation in commemorating the 100th Anniversary of the end of World War I, along with paying “tribute” to the millions that either died or returned home wounded during or after this dreadful four year campaign.
ACTION - It was agreed to take this to Full Council and suggest an approach be made to the Community Association to ascertain whether they were planning anything to include some financial support from the Parish Council.
5. **FINANCE:**
- (a) Bank/Budgets: Figures in respect of November and December 2017 were presented for ratification at Full Council with one amendment.

ACTION: Request ratification.
- (b) Presentation of schedule of Invoices for payment in December 2017 and January 2018:
To be ratified at Full Council noting that those dealt with in December 2017 In accordance with Section 5.2 Financial Regulations required ratification separately.
The following payments required individual sanctions for payment:
- | | | |
|-------|--|---------|
| 11.81 | Royal British Legion – Wreath | £18.50 |
| 25.9 | Communicorp Subs(Clerks & Councils Direct) | £192.00 |
| 11.53 | Swiftwell Turfing plots/Cemetery | £420.00 |
| 13.87 | Swiftwell Filling grit bins | £ 96.00 |
| 14.32 | Swiftwell War Memorial cleansing | £180.00 |
| 15.61 | Swiftwell Allotments/Strimming | £240.00 |
- ACTION:** All above for ratification.
- (c) Bank Transfer:
It was agreed to arrange a transfer of £20,000 for approval in retrospect at Full Council.

ACTION: Approve retrospectively.
- (d) **STAFF SALARIES:** Cllr.Bibbings report awaited.
6. **BUDGETS 2018/2019:** Draft figures would be available prior to the next Finance Meeting for finalisation at Full Council on the 15th February 2018.

7. **NEIGHBOURHOOD PLAN:** Nothing to report.
8. **ITEMS BROUGHT FORWARD FROM COMMUNITY SERVICES COMMITTEE MEETING ON 4.1.2018 FOR CONSIDERATION.**
Nothing to report
9. **DEMENTIA FRIENDLY VILLAGE:**
Cllr.Mrs.Taylor gave a brief report on the Café event held prior to Christmas seeking advice as to how to deal with money raised in respect of this project.

Chairman invoked SO 10(a)(x1)

10. **Acquisition of land for new Cemetery:**
The Executive Officer had obtained a survey of the land under investigation as a result of which it was agreed to take the following to Full Council:
 - (a) Recommendation that a formal letter be requested from the owners of the land detailing the price already indicated, together with any terms and conditions they would wish to impose.
 - (b) Set up a small Working Party to deal with this project (already one in existence)
 - (c) The Executive Officer to research any Environmental investigation costs.
 - (d) Consideration as to when to apply for planning.

ACTION: As above.

The Chairman reinstated Standing Orders.

11. **DATE OF NEXT MEETING:** Wednesday, 7th February 2018 at 7.30.pm.

The Meeting closed at 9.07 pm.

