

WYTHALL PARISH COUNCIL

FINANCE POLICY & RESOURCES COMMITTEE

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

PRESENT: Councillor Mrs.S.Baxter Chairman
 Councillor D.Bibbings Vice Chairman
 Councillor Miss H.Cleaver
 Councillor S.Peters
 Councillor Mrs.S.Hession
 Councillor L.Turner
 Miss P.A.Harrison Executive Officer

1. **APOLOGIES:** were received and noted from Cllr.Mrs.Taylor.

No apologies had been forthcoming from Cllr.Rattigan.

2(a) **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS:**

None.

(b) **DECLARATIONS OF OTHER DISCLOSABLE INTERESTS:**

None.

3. **CONSULTATIONS/RESPONSES/DEVELOPMENT BRIEFINGS ETC:**

(a) **NALC LO9-18 – 2018 Model Standing Orders – Amendment:**

This was a very small amendment and the Executive Officer would be reviewing all Standing Orders.

4. **CORRESPONDENCE:** None.

5. **FINANCE:**

(a) **Community Services Committee:**

No matters were brought forward from the Meeting held on the 4th October 2018:

(b) **Bank/Budgets:** Figures in respect of September 2018 were presented for ratification at Full Council.

ACTION: Take to Full Council.

(c) **Grant Requests/Subscriptions etc:**

None.

(d) **Presentation of schedule of Invoices for payment in October 2018:**

To be ratified at Full Council.

- (e) Bank Transfer:
It was agreed to recommend to Full Council a transfer of £10,000 from the CCLA Investment Account to the Current Account be made.

ACTION: Seek retrospective ratification at Full Council.

- (f) Annual Return 2017/18:
The External Auditors had confirmed their approval of the Return.
- (g) Prysmian Contract:
The Executive Officer had confirmed that Prysmian had adhered to the terms of the Contract and lamps had been changed.
- (h) Budgets 2019/2020:
Draft budget will be prepared and presented at the November Meeting of the Committee.

6. **GDPR:**

- (a) The Executive Officer to update Employee Contracts where necessary.

ACTION: As above.

- (b) Subject Access Requests Policy (SAR):
Agreed to accept the amendments as agreed previously and seek adoption thereof at Full Council (copy attached)

ACTION: Take to Full Council.

- (c) Social Media & Electronic Communications:
A draft Policy had been produced but required some amendments prior to presentation to Full Council. Cllr.Mrs.Hession volunteered to set up a Parish Facebook Page – would liaise with the Executive Officer.

7 **NEIGHBOURHOOD PLAN:**

Meeting of the Steering Group was being arranged.

8. **ACTION PLAN:** Revised version to be sent out to members of the Committee for comment. If none forthcoming prior to Full Council then take forward for ratification.

9. **BATTLES OVER – 11th November 2018:**

Tickets were available at the Parish Office for the evening celebrations in Park Hall.

10. **PARISH OPEN DAY:**

The proposed date for the staging of this “Day” had been changed to coincide with the publication/circulation of the Parish Newsletter to get full advertising coverage – date was now Monday, 12th November 2018 in the Britannia Room, Wythall Community Centre, Silver Street, from 2pm until 8pm.

Format was discussed, to be finalised.

ACTION: Discuss at Full Council.

11. **ITEMS FOR NOTING ONLY;**
Cllr.Peters queried whether the Parish Council would be responding to the BDC Local Plan Consultation. Closing date 19th November 2018.

ACTION: Discuss at Full Council.

12. **DATE OF NEXT MEETING:** Wednesday, 15th November 2018 at 7.30.pm.

The Meeting closed at 8.18 pm.