

**WYTHALL PARISH COUNCIL**

**FINANCE POLICY & RESOURCES COMMITTEE**

Minutes of Meeting held on Wednesday, 7<sup>th</sup> November 2018 at Council Office at 7.30.p.m.

**PRESENT:** Councillor Mrs.S.Baxter            Chairman  
 Councillor D.Bibbings            Vice Chairman  
 Councillor Mrs.D.Taylor            PC Chairman  
 Councillor Helen Cleaver  
 Councillor S.Peters  
 Councillor Mrs.S.Hession  
 Councillor P.Rattigan  
 Councillor L.Turner  
 Miss P.A.Harrison            Executive Officer

1. **APOLOGIES:** None.

2(a) **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS:**  
 None.

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

Cllr.Mrs.Baxter ) Wythall Community Association            Trustee/Member  
 Cllr.H.Cleaver )  
 Cllr.Mrs.Hession)  
 Cllr.Turner            )  
 All above members have a current dispensation.

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

(a) **WCC – Worcestershire’s Library Services Transformation Programme – Consultation – commenced 29.10.2018 ends 2<sup>nd</sup> February 2019.**  
 Invitation to Libraries Member Briefing – Tuesday, 20.11.2018 Parkside Hall  
 10- 12 noon.  
**Link for Consultation: <http://www.worcestershire.gov.uk/libraries>**

**ACTION:** Discuss at Full Council.

4. **CORRESPONDENCE:** None.

5. **FINANCE:**

(a) **Community Services Committee:**  
 No matters were brought forward from the Meeting held on the 1<sup>st</sup> November 2018.

(b) **Bank/Budgets:** Figures in respect of November 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 together with the following:
- (i) Retrospective approval to be agreed in respect of the September 2018 cheque list and the payment relating to the External Auditors Invoice which had resulted in an overspend of the current Budget by £200. (Invoice £600).
- (ii) Grant instalment payable to Wythall Community Association:  
The Committee could not approve the November/December 2018 payments without prior knowledge as to the Recovery Plan requested at the time Council approved the Grant.  
The EO was asked to contact the Community Association pointing out lack of compliance with the conditions of the Grant (Recovery Plan) seeking an update as to any progress made in respect of increased membership; anticipated additional income; future prospects for the Association.

**ACTION:** As above.

- (e) Bank Transfer:  
It was agreed to recommend to Full Council a transfer of £20,000 from the CCLA Investment Account to the Current Account be made.

**ACTION:** Seek retrospective ratification at Full Council.

- (f) New Edition of Local Council Administration:  
It was agreed to recommend to Full Council not to purchase the latest edition of Charles Arnold Baker at a cost of £103.99 plus £7 delivery from the SLCC.

**ACTION:** As above.

- (g) Budgets 2018/2019:  
Cllr.Mrs.Baxter presented the review of Council's budgets 2018/2019 for the first half year and it was agreed to take these to Full Council for approval.

**ACTION:** As above.

6. **RISK SUB-COMMITTEE:**

The Minutes of the Meeting held on the 6<sup>th</sup> November 2018 were presented and approved for ratification at Full Council with the recommendations contained therein.  
(Attached)

**ACTION:** As above.

7. **GDPR:**

- (a) Social Media & Electronic Communications:  
Under review.

8. **NEIGHBOURHOOD PLAN:**  
Meeting of the Steering Group was arranged for 19<sup>th</sup> November 2018.
9. **ACTION PLAN:** Still under review.
10. **PARISH OPEN DAY:**  
Information and displays were being collated for Monday, 12<sup>th</sup> November 2018.
11. **ITEMS FOR NOTING ONLY:** None.
12. **DATE OF NEXT MEETING:** Wednesday, 9<sup>th</sup> January 2019 at 7.30.pm.  
  
The Meeting closed at 8.41 pm.