

Minutes of a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE**, Arlesey Town Council held in the Resource Centre, Arlesey on **Tuesday 6th November 2018**.

PRESENT: **Cllrs:** C Ferris (Chairman)
 M Holloway
 R McGann

In attendance: Mrs J Bailey (Deputy Clerk), and 2 members of the public.

18/018 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs J Randall (Vice Chair), R Clark, C Livermore, D Page and S Sarll.

18/019 DECLARATIONS OF INTEREST AND DISPENSATIONS

019.1 To receive declarations of interest from councillors on items on the agenda.

a) Disclosable Pecuniary Interests – None

b) Other Interests: None

019.2 To receive written requests for dispensations for disclosable pecuniary interests.

No requests received

019.3 To grant any requests for dispensation as appropriate.

No requests received.

18/020 PUBLIC PARTICIPATION

Mr R Watson informed members that repairs to one fishing platform for which Financial Assistance has been requested by ACORN, is now complete with work due to commence on the second imminently.

18/021 MINUTES OF THE PREVIOUS MEETING

To consider and approve the minutes of the Finance & General Purposes Committee meeting held on 5th June 2018.

RESOLVED that the minutes of the Finance and General Purposes Committee meeting held on 5th June 2018 be approved as true record of the meeting and be signed by the Chair.

18/022 MATTERS ARISING

Members noted that Cllr S Sarll had stood down from the Finance & GP Committee due to time constraints.

18/023 Planning Applications Refused/Granted – Members considered current format and suitability of document produced monthly and included in Town Council meeting Agenda. Discussion followed on content of spreadsheet provided and information needed by Cllrs.

Matter to be delegated to Cllr Ward as proposer for review of document, to be deferred to November meeting of ATC,

18/024 DRAFT BUDGET 2019/20

Members consider production of draft budget 2019/2020– first draft v1 6th Nov as provided at meeting. Deputy Clerk had input data onto template, however current time constraints and knowledge of the process had impacted on document produced. Councillors considered time frames for submission of precept request and that as a F&GP meeting had not been held in September review of Income/Expenditure year to date against current year budget had not taken place nor had recommendation on predicted variances. Deputy Clerk informed members that the provision for streetlighting budget 2019/20 needed consideration following overspent 2018/19.

Committee Recommendation that the Deputy Clerk contact Susan Foulkes (ex ATC Town Clerk) to determine availability to undertake up to half a day's work to assist with compilation of first draft 2019/20 budget and inform Cllrs and Deputy Clerk on process for completing documentation and advised on estimations resulting from fixed pay rate raises and those resultant to promotion/performance. S Foulkes to be paid for her time up to a maximum of £250. Further meeting of F&GP Committee to be scheduled as soon as required to progress finalising of budget setting.

18/025 PAYROLL SERVICES BEDS BOROUGH COUNCIL

Beds Borough Council. Had informed Deputy Clerk that a 'temporary' hold on all new clients is currently applied, due to a digital enhancement program currently being implemented and a complete transformation of the service provided.

18/026 GRANT APPLICATIONS

- 026.1 Financial Assistance applications received for financial year 2018/2019 were considered. Budget available £3,350.

Committee Recommendation that the Council approve grant applications received as follows:

- Arlesey Short Mat Bowls funding request for £2,000 split over 2 years: £1,000 funding from 2018/19 budget 4401/107- Grants including S137, with a further £1,000 approved to be budgeted for, and issued in 2019/20.
- ACORN sum of £100
- Mid Beds Citizens Advice sum of £250
- St Peters PCC sum of £2,000

Fire Fighters Charity to be informed that Council do not support requests for the benefit of an individual however a request for support of the charity itself in the sum of £400 to be factored into 2019/20 budget dependent on receipt charity support application.

026.2 Glebe Meadows Nature Reserve draft budget 2019/20

Members considered the 2019/20 Glebe Meadows Nature Reserve draft budget of £541.18 received from the Wildlife Trust. Members noted the Council's commitment to maintaining Glebe Meadow and the draft budget being in-line with previous years.

Committee Recommendation: that the Council approve the payment to the Wildlife Trust in respect of 2019/20 Glebe Meadows Management on receipt of invoice.

18/027 ARNOLD BAKER ON LOCAL COUNCIL ADMINISTRATION 11TH EDITION

New edition of Arnold Baker on Local Council Administration book incorporating the GDPR regulation and coverage of Anti-Social Behaviour, Crime and Policing Act 2014 in relation to public spaces protection orders and the control of dogs, is available, and would assist Deputy Clerk with completion of CiLCA course using most up to date information.

Committee Recommendation – that the Council approve purchase of 11th Edition Arnold Baker on Local Council Administration book at a cost of £103.99.

18/028 REGISTER OF PURCHASED GRAVES

Members were informed of manual recording method for Grave purchase and burials in Arlesey Town Council Cemetery, and completion of Register of Purchased Graves record.

Committee Recommendation – that the Council approve purchase of 100page Register of Purchased Graves to maintain cemetery records, total cost £168.00 + VAT.

18/029 PUBLIC PARTICIPATION ON ITEMS ARISING FROM THIS EVENING'S MEETING

Mr R Watson stated Fire Fighters Charity should only be contacted to resubmit a grant form if the request would be successful.

MEETING CLOSED 8.05pm

Chairman.....

Date.....