

**MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE  
HELD IN THE MEETING ROOM, CIVIC OFFICES ON  
THURSDAY 19<sup>TH</sup> MARCH 2020 AT 19.00**

**Present:** Councillor J Charters (Chairman)

Councillors: S Barker-Milan N Blanchard C Briggs  
Mrs J Charters G Edwards R Little

**In Attendance:** Clerks to the Committee: Mrs S Green and Mrs R Brown

**1. APOLOGIES FOR ABSENCE AND ACCEPTANCE OF REASONS GIVEN**

Apologies for absence were received from Cllr Lee, Cllr Dillon, Cllr Rigby, Cllr Jackling, Cllr Roe and Cllr Sellars.

*Cllr Mrs J Charters substituted for Cllr Roe*

*Cllr Barker-Milan substituted for Cllr Lee*

**AGREED**

**Proposed by Cllr Little, seconded by Cllr Barker-Milan**

To accept reasons for absence received from Cllrs Dillon, Lee, Rigby, Roe and Sellars and the substitutions of Cllr Mrs Charters and Cllr Barker-Milan.

**Unanimous**

**2. RECEIPT OF ANY DECLARATION OF MEMBERS' INTERESTS UNDER THE LOCALISM ACT 2011**

None received at this point.

**3. NOTES OF THE COMMITTEE MEETING HELD ON 20<sup>TH</sup> FEBRUARY 2020 TO BE APPROVED AS A TRUE RECORD OF MINUTES**

**AGREED**

**Proposed by Cllr Charters, seconded by Cllr Blanchard**

That the notes of the meeting on 20<sup>th</sup> February 2020 be accepted as a true record of minutes.

**Unanimous of those in attendance on 20.02.2020**

**4. CHAIRMAN'S ITEMS**

At this point in the meeting following circulation of a document to all Members detailing a proposed contingency plan in relation to the rapidly changing situation of the spread of the Covid 19/Coronavirus to limit the risk to members of the public, Town Council staff and Members it was due to legal implications

**AGREED**

**Proposed by Cllr Little, seconded by Cllr Barker-Milan**

To resolve to move into closed session in accordance with the public bodies (admission to meetings) act 1960 as amended by section 100 of the local government act 1972 for the following emergency confidential item – Business Interruption Contingency.

**Unanimous**

**AGREED**

**Proposed by Cllr Charters, seconded by Cllr Little**

To re-enter open session of the meeting.

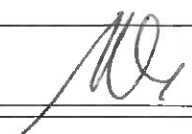
**Unanimous**

***Cllr Barker-Milan left the meeting at 19.16***

**5. CORRESPONDENCE AND CLERKS ITEMS None.**

**6. MANAGEMENT ACCOUNTS REVIEW**

All Members had received an up to date I & E Report and were invited to make comment and ask questions. No questions received.



**AGREED**

**Proposed by Cllr Little, seconded by Cllr Charters**  
To approve the I&E Report as presented  
**Unanimous**

**7. AUTHORISATION FOR PAST MAYOR'S CHARITY MONIES TO BE DONATED TO GLL DEMENTIA HUB**

The circumstances that had led to these monies being placed in reserves was explained by the Chairman and it was noted that in future all charity monies raised during Mayoral terms should be apportioned appropriately due that financial year to avoid this situation.

**RECOMMEND**

**Proposed by Cllr Mrs Charters, seconded by Cllr Little**  
That all monies raised by Cllr Barker-Milan during her terms as Mayor be donated to the GLL Dementia Hub  
**Unanimous**

**8. APPLICATION OF FUEL GENIE ACCOUNT**

Due to changes to the previous vehicle fuel supplier used by the Town Council it was

**AGREED**

**Proposed by Cllr Charters, seconded by Cllr Edwards**  
To open a Fuel Genie account giving access to a network of fueling stations across the UK obtaining fuel at the best market price.  
**Unanimous**

**9. REVIEW OF BANK ACCOUNTS & SAVINGS ACCOUNTS**

It was advised that 2 new savings accounts had been opened on behalf of the Town Council. Noted.

**10. REQUESTS FOR VIREMENTS BY THE ESTATES & OPERATIONS COMMITTEE**

a)  
**RECOMMEND**

**Proposed by Cllr Briggs, seconded by Cllr Little**  
From E&O to repair Village Green Lighting at a cost of £2232 with a virement from Street Lighting Maintenance Budget  
**Unanimous**

b)  
**RECOMMEND**

**Proposed by Cllr Briggs, seconded by Cllr Blanchard**  
From E&O to purchase new play equipment at a cost of £23,200 with a virement of shortfall of £3050 from Fen Lane Utilities Budget  
**Unanimous**

c)  
**RECOMMEND**

**Proposed by Cllr Briggs, seconded by Cllr Little**  
From E&O to authorise electrical work at the Civic Offices with a virement of £3000 from the Fen Lane Utilities Budget to Fen Lane Maintenance Budget.  
**Unanimous**

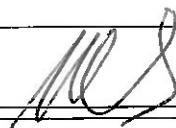
- d) A proposal from Estates & operations Committee to approve £9000 to be used to purchase a chipper and a generator and  
e) A proposal for Cllr Roe to investigate the purchase of a tractor with appropriate attachments including a chipper and that the funds allocated to d) be accrued whilst this matter is investigated, and then either used for a chipper or a tractor were

**AGREED**

**Proposed by Cllr Briggs, seconded by Cllr Charters**  
That both proposals d) and e) be withdrawn and remitted to Estates & Operations Committee  
**Unanimous**

**11. YEAR END ACCOUNTS**

Members were advised that preparations for year end accounts will take place shortly.



**12. VACANCY ON PERSONNEL SUB COMMITTEE**

Due to the resignation of Mr Mark Rodgers it was

**AGREED**

**Proposed by Cllr Charters, seconded by Cllr Blanchard  
That Cllr Briggs fill the vacancy on the Personnel Sub Committee.  
Unanimous**

**13. UPDATE AND RATIFICATION FROM BUSINESS SUB COMMITTEE MEETING**

None.

**14. UPDATE AND RATIFICATION FROM PERSONNEL SUB COMMITTEE MEETING**

None.

**15. TO RESOLVE WHETHER THE COUNCIL WILL MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 AS AMENDED BY SECTION 100 OF THE LOCAL GOVERNMENT ACT 1972 FOR THE FOLLOWING CONFIDENTIAL AND PERSONNEL ITEMS**

**AGREED**

**Proposed by Cllr Briggs, seconded by Cllr Little  
To enter Closed Session of the meeting.  
Unanimous**

**16. NOTES OF THE CLOSED SESSION OF THE COMMITTEE MEETING HELD ON 20<sup>TH</sup> FEBRUARY 2020 TO BE APPROVED AS A TRUE RECORD OF MINUTES**

**17. PERSONNEL MATTERS**

The meeting closed at 19.50



