



**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING ON TUESDAY 29TH NOVEMBER 2022 AT THE OFFICES
OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, 4
SAFFRON ROAD, BIGGLESWADE COMMENCING AT 7.00PM**



PRESENT:

Cllr R. Pullinger (Chairman)
Cllr M. Foster (Vice Chair)
Cllr I. Bond
Cllr G. Fage
Cllr M. Knight
Cllr M. North
Cllr M. Russell
Cllr D. Strachan

Mr P. Tarrant – Town Clerk & Chief Executive
Mr K. Hosseini – Head of Governance & Strategic Planning
Mr R. Youngs – Finance Manager
Ms H. Calvert – Administration & HR Manager
Ms. F. Gumush – Meetings Administrator

Members of the Public – 0

Meeting Formalities:

Following a reminder to meeting attendees, both panel and public, that this is a formal meeting, the Chairman advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed be filmed and to the use of those images and sound recordings. The Chairman advised that attendees should not disclose any personal information of individuals as this would infringe the Data Protection Rights of the individual. The Chairman asked everyone to mute their microphones when not speaking.

1. APOLOGIES FOR ABSENCE

Cllr D Albone.

ABSENT WITHOUT APOLOGIES

None.

2. DECLARATIONS OF INTEREST

a. **Disclosable Pecuniary interests in any agenda item** – None.

b. **Disclosable Non-pecuniary interests in any agenda item** – None.

3. CHAIRMAN'S ANNOUNCEMENTS

None.

4. PUBLIC OPEN SESSION

None.

5. INVITED SPEAKER

None.

6. **MEMBER'S QUESTIONS**

A Member asked when additional consideration might be given to the External Audit report.

It was **AGREED** that the External Audit report is added to the agenda of the next Finance and General Purposes Committee Meeting on 17th January 2023.

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

No changes or recommendations were made to the minutes of the past meetings.

The Minutes were **APPROVED** as an accurate record of the Meeting from 5th July 2022 and 6th September 2022.

8. **MATTERS ARISING**

None.

9. **ITEMS FOR CONSIDERATION**

a. **Original Estimate & Precept 2023/2024**

Members discussed the report presented by the Town Clerk. It was noted that it was good to have the report ahead of the precept as it gave time to examine the details. Commenting on the report Members noted that economic issues being faced nationwide have an impact on the budget. A Member asked for a more detailed analysis of the drivers behind the indicative percentage increases.

It was **AGREED** that the item would be brought to the agenda of the next Finance and General Purposes Committee meeting on 17th January 2023 for consideration.

10. **ITEMS FOR INFORMATION**

a. **Finance Review**

It was **RESOLVED** to note this report.

b. **Unity Trust Bank**

It was **RESOLVED** to note this report.

c. **Utilities Contracts**

It was **AGREED** that the item would be brought under **EXEMPT ITEMS** for the next Finance and General Purposes Committee meeting on 17th January 2023.

d. **Credit Control Policy**

Members noted that the Town Council Accounts Department have worked hard to reduce the Council debt.

It was **RESOLVED** to recommend the policy to Council.

e. **Virements Quarterly Report**

It was **RESOLVED** to note this report.

f. **Risk Management Update**

It was **RESOLVED** to note this report.

11. **PUBLIC OPEN SESSION**

No members of the public were present for the meeting.

12. **EXEMPT ITEMS**

None.

The meeting was closed at 7.34pm