

**MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 18
NOVEMBER 2014 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD
COURT HOUSE, SAFFRON ROAD BIGGLESWADE**

Present:

Cllr M North (Chair)
Cllr T Woodward (Vice Chair)
Cllr Mrs H Ramsay
Cllr I Bond
Mr R McGregor, Town Clerk
Mr M Thorn, Deputy Town Clerk
Mrs J Durn, Administrator
Members of Public - 10

1. APOLOGIES

Cllr B Rix
Cllr W Smith
Cllr S Watkins
Cllr G Wilson

2. DECLARATION OF INTERESTS

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item – none declared
- (b) Pecuniary interests in any agenda item – none declared

3. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

4. MINUTES OF MEETINGS

Members received and approved the minutes of the F&GP meeting held on 21st January 2014.

5. MATTERS ARISING

F&GP meeting 21st January 2014.

Cllr Mrs H Ramsay referred to page 2 and asked if the Town Council has earmarked a reserve of £2500 into the year-end accounts. The Town Clerk confirmed that this has been done.

6. ITEMS FOR CONSIDERATION

a. Budgets

To consider budgets for 2015 – 2016.

The Budget papers are being produced on the 18th November 2014 and will be available at the meeting. There will be a further opportunity to consider the budgets at the F&GP meeting 13th January 2015.

The Chairman informed members that this was the first look at the budgets, the budgets figures at this time are based on the current band D figure.

b. Financial Regulations

Members are asked to consider carrying out a review of the Town Councils Financial Regulations.

The Town Clerk is recommending that a working group is set up to carry out the initial review. (Attached to the agenda, a copy of the latest Model Financial Regulations and a copy of the existing Financial Regulations).

It was **RECOMMENDED** that an email is sent out asking members of the Finance and General Purposes Committee if they wished to serve on the working group,(Cllr North and Cllr Mrs Ramsay put their names forward), final document to go back to Finance and General Purposes 13th January 2014.

7. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions.

There were no questions from the members of the public.

8. EXEMPT ITEMS

The following resolution was **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

(9a Employees).

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Committee **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.