

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON  
THURSDAY 19<sup>TH</sup> JANUARY 2017**

Present: Cllr P Moores, A Biggs, L Deely, B Dixon P Kelly, F Partridge and H Partridge

Donna James – Town Clerk

Keith Cornwell – Responsible Finance Officer

Tracey Gliddon – Committees Administrator

**FGP/01/17**      **To receive and accept apologies for absence**

Non-committee member Cllr N Tucker

**FGP/02/17**      **To receive registered and non-registered disclosable pecuniary interests  
and non-registerable interests**

None

**FGP/03/17**      **Dispensations: to consider requests for dispensations**

None

**FGP/04/17**      **Minutes: to receive and adopt the minutes of the F&GP Committee meeting  
held on 15<sup>th</sup> December 2016**

**Resolved:** that the committee accept the minutes as a true and accurate record and they were signed by the Chairman

**FGP/05/17**      **Maximum 15 minutes for public present to make comments concerning the  
business of the Finance & General Purposes Committee - questions must be  
directed through the chairman**

A member of the public asked questions regarding the implementation of the new IT system.

A member of BEAM committee gave the committee an update on their present position for information.

**FGP/06/17**      **To consider quotes received for the following contracts/services and agree  
any associated expenditure:**

The Clerk informed the committee that the following three contracts have all come up for renewal. The Clerk distributed an anonymised precis of all the quotes to the Committee members.

i) Health and Safety service contract renewal – discussion took place

**Resolved:** to accept quote a) £2050 per annum based on a 3 year contract

ii) Human resources service/support contract – discussion took place, Cllrs asked questions

**Resolved:** to accept quote b) £1800 per annum based on a 3 year contract

iii) IT support contract – discussion took place

**Resolved:** to accept quote c) £48 per month per user (*presently £480 per month*) based on a 2 year contract

**FGP/07/17**

**Financial Report:**

i) Schedule of payments already made V01208 – V01237

**Resolved:** that the payments be noted

ii) Schedule of payments to be made V01238 – V01287

**Resolved:** that the payments to be made are noted

iii) 2016/17 budget: 9 month figures and report

The RFO distributed the figures to the committee. The RFO explained the figures and took questions from members of the committee.

The Committee agreed that the 9 month figures and report be noted

The Chairman closed the meeting at 7.44pm

Signed.....Date.....