

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON
THURSDAY 19TH APRIL 2018**

Present: Cllrs: P Moores (Chairman), S Browning, L Deely, F Partridge, H Partridge, P Tilzey, N Tucker and B Willingham

Non-voting: Cllrs: T Philp and D Towl

Officers present: Mrs D Bennett – Town Clerk
Mr K Cornwell – RFO
Mr J Michael - PMCO

Public present: One

- FGP/142/18** **To receive and accept apologies for absence**
Cllrs J Bryson, P Kelly, P La Broy, T Gibbs and L Moores
- FGP/143/18** **To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests**
None
- FGP/144/18** **Dispensations: to consider requests for dispensations**
None
- FGP/145/18** **Minutes: To receive, confirm and sign the Minutes of the Finance and General Purposes Committee Meeting held on 15th March 2018**
Resolved: That the Minutes were a true and accurate record and they were signed by the Chairman.
- FGP/146/18** **Maximum 15 minutes for public present to make comments concerning the business of the Finance and General Purposes Committee**
No comments
- FGP/147/18** **Grant Request**
i) Connect Bude 18/19 financial year
Resolved: That Connect Bude be awarded a grant of £150 for the 2018/19 financial year
- FGP/148/18** **To consider tenders for the Grass Keep at Stamford Hill, Stratton**
Only one tender had been received, the RFO opened the tender.
Resolved: That the tender of £650 was accepted
- FGP/149/18** **Preparing for the General Data Protection Regulation (GDPR)**
The Town Clerk and RFO advised the Council that guidelines and toolkits for Councils were being produced, much work had to be done and that the Office would need to prioritise the GDPR work.
- FGP/150/18** **Grants – to consider a revisions to limits of grants given**
The Committee discussed the options to increase the budget limit and award higher limits dependant on individual application criteria.
Resolved: That the grant limit be set at £200 rather than £150

FGP/151/18 **Standing Orders and Financial Regulations – to agree a working group to consider any updates required and make recommendations to Full Council for June 2018**

Changes and amendments have been identified and the Officers requested that a Working Group be made to work on the documents and take their recommendations to the Full Council.

Resolved: That Officers draft a report for the June Full Council Meeting

FGP/152/18 **To discuss the mechanism for the release of the reserves held within the Planning Committee budget to enable the delivery of the Neighbourhood Plan**

Lengthy discussion took place regarding the mechanism for the Planning Committee to draw funds for the Neighbourhood Plan budget for completion of the Action Plan.

Cllr L Deely left the meeting

Resolved: A movement of reserves to the sum of £6341.80 is made to the Planning Committee budget for the further development of the Neighbourhood Plan

FGP/153/18 **To receive a report from the Promotions, Marketing and Communications Officer on the Communications Strategy**

The PMCO briefed the Committee on his requirements for programmes to enable him to produce newsletters and promotional material. An overview of the assessment of the Communications Strategy was discussed. The PMCO had been looking at the areas that require promotion and the methods of communication used with parishioners. A requirement for design programmes was identified.

Agreed: To note the report

FGP/154/18 **Financial Report:**

i) Schedule of payments already made 5th April 2018 –19th April 2018

Resolved: That the payments be noted

ii) Schedule of payments to be made on 20th April 2018

Resolved: That the payments be made

The Chairman closed the Meeting at 8.17pm

Chairman's Signature.....Date.....

These Minutes are subject to approval by the Committee at its next meeting.