

WROUGHTON PARISH COUNCIL



FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 15 October 2018 at 7.00pm
in the Ellendune Community Centre

- Present** Cllr L Campisano
Cllr C Clark
Cllr H Dosanjh
Cllr S Harcourt
Cllr J Hewer
Cllr A Richards
- Clerk** Jodie Smart
- FGP/063** **Apologies**
There were no members absent.
- FGP/064** **Declarations of Interest & Applications for Dispensation**
No declarations of interest nor applications for dispensation were received.
- FGP/065** **Public Questions**
There were no members of the public present.
- FGP/066** **Minutes**
Members **RESOLVED** to approve the minutes of the Finance and General Purposes committee meeting held on 17 September 2018.
- FGP/067** **Payment Schedule for October 2018**
Members **RESOLVED** to approve the Payment Schedule for October 2018, a copy of which appears as Appendix A in the Minute Book.
- FGP/068** **Income & Expenditure**
Members **NOTED** the Income & Expenditure Statement for September 2018, a copy of which appears as Appendix B in the Minute Book.
- FGP/069** **Bank Reconciliations**
Members **NOTED** the bank statements and reconciliations for September 2018, copies of which appear as Appendix C in the Minute Book.
- FGP/070** **Budget Review**
Members **NOTED** the report of the Clerk regarding the six month budget review, a copy of which appears as Appendix D in the Minute Book.
- FGP/071** **Exclusion of Press and Public**

There were no members of the press or public present.

FGP/072

Staffing Update

Members **NOTED** the verbal report of the Clerk. The Clerk informed members that the shortlisting for the Grounds Team vacancy had been completed and interviews were scheduled for Friday 19 October 2018. The Clerk reminded members that the Grounds Team were due to have their annual medicals on Thursday 18 October 2018. The Clerk also informed members that she had received a request from the Clerical Assistant for a review of her job description and bench marking of her salary.

FGP/073

Staff Medicals

Members **RESOLVED** to approve the expenditure for Grounds Team medicals at a cost of £300 for three members of staff. (450/4655 – Health & Safety).

The meeting closed at 7.22pm

Signed.....

Date.....

Chairman of the Council