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MINUTES of a MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE  
held on Tuesday 15<sup>TH</sup>. August 2017, at 7.00pm, in the Council Chamber, 28 High Street, Winslow

	<p><b>Present:</b> Cllrs. Van de Poll, (Chairman elected for this meeting), Chambers, Slevin, and Wiseman.  <b>Absent:</b> Cllrs. Mongers . Apologies accepted.  <b>Clerk:</b> C Loch  <b>Members of the Press and Public:</b> None</p>
	<p><b>Declarations of Interest in matters to be discussed:</b> None  <b>Consideration of Applications for Dispensation –</b> None</p>
<b>F17/24</b>	<p><b>Minutes of Meetings held 18<sup>h</sup>. July 2017:</b> RESOLVED that the minutes be signed as a true record</p>
<b>F17/25</b>	<p><b>Administration:</b>  <b>28 High St.</b> Members noted that the roof repairs may well highlight a need to replace the flat felt roof to the rear of the building. It was RESOLVED that the Clerk be authorised to approve such repairs if found necessary and if the cost was not significantly above the estimate of £2,900. It was also RESOLVED that the Clerk be authorised to re-position the front counter and carry out redecoration and repairs to the front entrance. The front door should be in the official blue colour of the Council. The Clerk would also investigate possibilities for suitable signage.  <b>Hearing Loop:</b> The Clerk reported that to install a hearing loop would cost approximately £1,200. There was an option to have a portable system which could be used throughout the building and it was RESOLVED that the Clerk have a portable system installed within a budget of £1,400.  <b>Recruitment:</b> The Clerk reported that there had been a very good response to the advertisement and made a recommendation for the appointment. RESOLVED that the recommended applicant be offered the position on standard local government terms. Members also considered maintenance work and to ensure compliance with HMRC requirements it was RESOLVED to appoint the current maintenance contractor on a part time basis as an internal appointment. It was also RESOLVED to Recommend to Council some rationalisation of the general assistant’s duties.  <b>Youth Club:</b> BCC had undertaken to unlock the side gate but as yet had not supplied a key. If not forthcoming before the new school term started the Clerk would arrange for the lock to be removed.  <b>Finance:</b> The Clerk reported on the accounts to date. There were no issues at this stage and no expenditure was incurred outside Budget without approval. At Budget time there would be a review to ensure that planned projects were either started or a decision made to cancel or defer. The Strategy meeting in October would address the approach to longer term issues.  <b>Insurance:</b> The Clerk confirmed that the main Council insurance policy had been renewed.  <b>Fire Risk Assessment:</b> Members considered the need for a full fire risk assessment for 28 High St.. RESOLVED that the Clerk be authorised to have this done by a professional firm.  <b>Funding for Farmers Market:</b> Members noted that the Clerk would investigate a grant for replacement of market equipment.</p>
<b>F17/26</b>	<p><b>Reports from Outside Bodies:</b>  <b>Winslow Sports Club:</b> Members noted that a Family Fun Day would be held on Sept 3<sup>rd</sup>.  <b>Friends of Winslow Youth:</b> There was no report or items to consider.  <b>Winslow Public Hall:</b> There had been no further meetings.</p>
	<p><b>Correspondence:</b> None not dealt with elsewhere on the agenda.</p>
	<p><b>Items For Information:</b></p>
	<p>Meeting Closed 8:26 pm.  Signed:  (Chairman)        at Meeting ..... (date)</p>