

MINUTES OF A MEETING OF THE FINANCE AND GENERAL COMMITTEE HELD AT THE WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD, WOOLSTON ON 26 FEBRUARY 2020

Present: Councillor A McCarthy (Chairman)
Councillors: M Banner, J Greenslade, MH Greenslade, A Hill, D Hill, D Nowell, M Pearce

Apologies for absence: Councillors M Creaghan, B Maher, S Rydzkowski, P Wright

FG65 Code of Conduct – declarations of interest Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

No declarations were made at the opening of the meeting.

FG66 Apologies for absence

Apologies for absence were received from Councillors M Creaghan, B Maher, S Rydzkowski and P Wright:

Resolved,

That the apologies for absence be noted.

FG67 Minutes

Resolved,

That the minutes of the meeting held on 15 January 2020 be taken as read and signed as a correct record.

FG68 Matters of report from previous minutes

No matters to report.

FG69 Annual Review of procedures and documents

The Clerk reported on the annual review of procedures and documents:

Recommended,

That

1. the following procedures and documents be approved:
 - a. Financial Regulations.
 - b. Standing Orders.
 - c. Risk Assessment.
 - d. Fixed Asset Register.
 - e. Complaints procedure.
 - f. Data Protection Policy and the procedure for handling complaints under the Freedom of Information Act 2000.
 - g. Procedure for dealing with the press/media.
 - h. The Code of Conduct.
2. approval be given to insurance arrangements following a review with the council's insurers.

3. it be noted that a report was to be submitted to the meeting on the rates of pay and review of employee contract.

FG 70 Development of website

No matters to report.

FG 71 Review of Banking arrangements

The Clerk reported on a change of conditions by National Westminster Bank to the type of account operated by the Council. This had resulted in an unacceptable delay following the withdrawal of the facility for statements to be requested from the branch office at month end. The option of online facilities offered by the bank had been investigated and was found not to be suitable on the grounds of security and cost. A complaint had been made to the bank at the change and a sum of £100 had been paid to the council in compensation but the facility would not be reinstated.

The Committee considered options available, and it was

Recommended,

That approval be given to a change of bank to provide the facilities required by the Council.

FG72 General Data Protection Regulations

No matters to report.

FG73 Applications for grant aid

No applications to report.

FG74 Review of the Clerk to the Council’s contract of employment

The Chairman, further to minute FG58 15 January 2020, reported that advice had been provided by the Cheshire Association of Local Councils following an evaluation of the current duties of the post and a contract had been drafted based on the model contract published by the National Association of Local Councils. Consideration was being given to the advice received and draft contract and he would submit a recommendation to the next meeting following consultation with the Clerk:

Recommended,

That the report be accepted, and the proposed action approved.

FG75 Business raised by Council Members

No matters to report.

Chairman.....