



- a) Financial Reports: To receive the latest Financial Reports to 30<sup>th</sup> September 2009 as given for perusal.

(Davison/Bratley)

**RESOLVED** noted the Financial Reports to 30/9/09 including page 8 Repairs & Minor Items.

- b) Schedule 121 (Receipts & Payments):

(Morrow/Masson)

**RESOLVED** to receive Schedule 121 to 30<sup>th</sup> September 2009 as given and authorise the Chairman to sign.

- c) Bank Transfers since the previous meeting:

(Davison/Morrow)

**RESOLVED** to receive detailed confirmation of transfers between the bank current and savings accounts are given for information, and to authorise the Chairman to sign.

- d) Applications for Community Aid:

*It was RESOLVED at the Finance & Personnel Committee meeting of 11<sup>th</sup> March 2009, that the following maximum amounts are to be awarded, at the discretion of the Council for Community Grants from 1<sup>st</sup> April 2009 and are to be reviewed annually.*

<i>Starter Grant</i>	<i>£250.00</i>
<i>Equipment Grant</i>	<i>£250.00</i>
<i>Maintenance Grant</i>	<i>£200.00</i>
<i>Community Scheme Grant</i>	<i>£400.00 (One-off per annum)</i>

(Chair/Davison)

**RESOLVED** noted that to date no applications have been received and that amounts will be reviewed at the December 2009 meeting of this Committee.

- e) Outstanding Invoices: Details are given of previously written-off and outstanding invoices. Following several reminders without any payment forthcoming, members are now to consider writing-off Invoices 2761, 1455 and 1016.

(Chair/Davison)

**RESOLVED** that the invoices as given be duly written off.

f) Community Organisation: The Community Organisation have been informed that their request for the 2<sup>nd</sup> tranche of fund is now awaited for 2009/10.

(Davison/Chair)

**RESOLVED** noted that a request has not been received to date.

g) Budget Meeting 2010: This meeting had been provisionally booked for 2pm on 11/1/10 however, Cllr.Boast (as Chairman of Communication) cannot make a daytime meeting and Cllr.Prattley's (as Chairman of Asset Management) confirmation is still awaited. As a Finance & Personnel meeting is scheduled for 13/1/10, members now to consider replacing same with a Budget meeting in readiness for Full Council the following week.

(Masson/Davison)

**RESOLVED** that the meeting is held on a Saturday.

*Amendment*

(Chair/Davison)

**RESOLVED** that the Budget meeting will take place on 13/1/10 immediately following Finance & Personnel at 7.00pm when the Financial Report, Receipts & Payments Schedule and Bank Transfers will be the only agenda items.

*All in favour therefore the amendment was carried.*

Cllr.R.D.Tress also spoke to the meeting with ERYC re. allotment drainage at the Boothferry Road site. That £6000.00 is set aside to cope with this from the Land & Property heading and this goes to the Budget meeting in January 2010.

a) Policies & Procedures: The following have all been newly drafted by Cllr.B.E.Tress and were sent to all members on 15/10/09. Now to be considered and approved by Finance & Personnel, and thence formal adoption by Full Council.

- Freedom of Information
- Induction and Appraisal (A new and additional page is duly given for your perusal.)
- *Environment/Waste Management being considered by the Environment Committee on 10/11/09.*

(Chair/Davison)

**RECOMMEND** to Full Council that the Induction and Appraisal policies and procedures be formally adopted as approved by the Finance & Personnel Committee.

(Chair/Davison)

**RECOMMEND** to Full Council that the Model Publication Scheme be formally adopted (with effect from 1/1/09) as per the details previously given and that the publication schedule for the scheme will follow at a later date.

*Cllrs.Morrow and B.E.Tress and the Town Clerk will go through the charges, etc. on this document.*

**Members please note that you must bring your Policies and Procedures to each meeting – do not destroy any of these documents.**

