

Minutes of the Finance & General Purposes Committee
held on Monday 15 October 2018 at 6.30pm

Present: Cllr Bowden, Cllr de Renzy-Martin, Cllr Irven, Cllr Nuttall, and Cllr Whetlor

In attendance: Sarah Reed, Town Clerk

In the absence of Cllr Murphy, Chair of the Committee, Cllr Irven presided over the meeting

18/31C To receive Apologies for Absence (LGA 1972, section 85 (1): Cllr Irven proposed that *'the apologies from Cllrs Murphy and Westcott are accepted'*. Seconded by Cllr Whetlor. Carried.

18/32C To receive Declarations of Interest: None at this point.

18/33C Financial Matters:

- (i) **Once per quarter, the Chair of the Committee shall be appointed to verify bank reconciliations for all accounts produced by the RFO, the contents to be noted by this Committee, as per regulation 2.2 – Noted**
- (ii) **All payments above £500.00 and below £5000.00 are itemised and reported to this Committee, as per regulation 4.1 - Noted and signed off by the Chair of the Committee (attached).**
- (iii) **Cheques issued for payment outside of Full Council Meetings, shall be reported to this Committee, as per regulation 6.6 - Noted and signed off by the Chair of the Committee (attached).**

18/34C Cemetery:

To consider a request from an Undertaker to review the Cemetery Regulations in relation to memorials in the Garden of Rest –members considered a report from the Cemetery Administrator issued at the meeting (attached). Cllr Nuttall proposed to accept the following recommendation with amendments *'that the Ashes Tablets policy is amended to read:*

- ***Headstones for cremations must be 300mm x 300mm x 75mm (12ins x 12in x 3in) thick with top corners angled 50mm (2in) cut off and 50mm (2in) down and of grey stone or Cornish granite.***
- ***The headstone will sit on a matching grey stone or Cornish granite base flush with the ground 405mm x 355mm (16in x 14in) and not less than 1in thick incorporating a front vase container to sit on a concrete base. Lettering will be cut and painted letters or raised lead and painted black***

Seconded by Cllr Whetlor. Carried.

Referred back to Committee

18/35C Exclusion of Press and Public

"That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw" (Public Bodies (Admission to Meetings) Act 1960

Cllr Irven proposed that *'in view of the confidential nature of the business to be transacted that Standing Order 1c is invoked and the public are instructed to withdraw from the meeting'*. Seconded by Cllr Whetlor. Carried

18/36C See Excluded Notes 18/23EX

Members approved the recommendations put forward by the Personnel Committee in relation to staff Appraisals.

18/37C Matters for the next meeting - Liaise with the Clerk

Meeting closed at 7.07pm

Signed: 

Dated: *12/11/18*