



The Old School House
37 Green End Road
Sawtry
Huntingdon
PE28 5UY

Tel: 01487 831771
Fax: 08717 334612
E mail: clerk@sawtry-pc.gov.uk
www.sawtry-pc.gov.uk

These are the minutes of the of the Finance and General Purposes Committee on Wednesday 23rd November 2022 at 7.00pm in the Old School Hall.

1	Apologies for absence : Cllr Gadsby, Mulcrone, Morgan, White, Sanderson
2	Minutes of last meeting dated – 28 th September 2022, all approved
3	Matters arising from previous minutes - none
4	Members Declaration of Interest for agenda items - none
Public Forum: If residents of Sawtry wish to speak on any item on the agenda (max 3 mins) the meeting will be suspended for a 10-minute open forum. If you wish to speak, please inform the Clerk or the Chairman (Cllr Martin) at least 24 hours before the meeting.	
5	Property – Lead Councillor – Cllr Potter 5.1 Fire Station Roof to be completed this week – Fire station roof has now been completed, and still awaiting confirmation from HDC Heritage regarding the work for the lock up roof.
6	Financial Report: 6.1 Accounts to 31 st October – previously circulated, all approved 6.2 Budget – to 31 st October – previously circulated, all approved 6.3 Internal Audit Carried out 16 th November 2022, report now received. 6.4 Financial Report - budget and forecasted end of year figures. – Final draft to be amended and sent to be approved 30 th November 2022
7	To resolve that the press and public be excluded from the meeting because the business to be transacted contains sensitive information.
8	Staffing Matters: 9.1 Staffing Committee – Staff appraisals carried out – previously circulated to Staffing Committee The Clerk gave a summary on staff appraisals and confirmed will set up a meeting for early next year with the staffing committee.
9	CAPALC – Freeman of the Parish – Update Cllr Martin confirmed a draft policy has been sent out to all Councillors, recommended discussions to take place in February 2023, so will need nominations to be received in January to either the clerk or Chairman, so can be voted on at Full Council in February 2023 The Freeman of the Parish is a lifetime award, it was discussed that the Parish would provide a certificate for the award with potentially a scroll and a plaque to be displayed in either the Village Hall or the Office, and this expense would come out of the chairman's allowance. The Freeman of the Parish award will be handed out on the day of the Coronation, proposed by Cllr Martin and seconded by Cllr Potter and all in favour
10	Budget 2023/2024 – Final figures discussed and to be signed off 30 th November 2022
11	5 Year Plan – to identify Medium to Long term projects – Red K6 phone box Gidding Road
12	Next meeting – 30 th November at 7.30pm

Steve Browning,
Clerk to the Council/Proper Officer

Committee: Chairman – Cllr Martin, Vice- Chairman – Cllr Potter, Chair of Committees – Cllr Tuplin, Cllr Rose,
Members of Staffing Committee – Cllrs Potter (Chairman), Gadsby, White, Cllr Morgan, Cllr Poole