



Minutes of the Meeting of the Finance and Staffing Committee held on **Monday 14 October 2024 at 7.00pm** at the **Heelands Meeting Place** on Glovers Lane, MK13 7PN.

**Councillors Present:** Cllrs Gilpin (in the Chair), Alexander, Brant and Stuchbury  
**Staff present:** Philip Farquharson, Clerk  
**Members of the public:** 0

### Minutes

**FSC10/24 Apologies:** Councillor Evans had sent an apology and the reason for this was voted on and met with unanimous approval and the apology was approved.

**FSC11/24 Declaration of interests:** There were no interests declared.

**FSC12/24 Public participation:** There were no members of the public present.

#### **FSC13/24 Minutes of the last Committee Meeting:**

A motion was proposed to approve as an accurate record the minutes of the Meeting held on 08 July 2024.

**Action:** The motion carried and the Minutes were approved as accurate and signed by the Chair for the Council's records.

#### **FSC14/24 Finance Report:**

The finance report showing income and expenditure for the year to date relative to budget and forecast variance to budget up to and including September 2024 was noted. There was a forecast movement to reserves of £1,218. Forecast year-end balance was: **£259,430**, against budget of **£258,212**.

**FSC15/24 Draft Budget for 2025-26:** It was on the agenda to consider the Clerk's draft budget, make amendments and recommend a draft budget and precept requirement to the Parish Council at their next Meeting in November 2024.

Minor amendments were made and a draft budget was approved for recommendation to the Full Parish Council at their next meeting on 04 November 2024.

**FSC16/24 Exclusion of the Press and Public:** In view of the confidential nature of the business about to be transacted, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public were temporarily excluded, at the request of the Chair.

**FSC17/24 Staff Update:** A verbal report was given by the Clerk into staffing matters.

**FSC18/24 Anti-bullying and harrassment policy:** in line with the new Worker Protection (Amendment of Equality Act 2010) Act, an anti-bullying and harassment policy was adopted (tailored from a NALC model policy).

**Date and time of next meeting:** Monday 10 February 2024 at 7:00pm at the Heelands Meeting Place

DRAFT