

WOBURN SANDS TOWN COUNCIL

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The **Meeting of the Finance Committee** on
Thursday 28th November 2024 at 2pm in the Committee Room, Memorial Hall.

DRAFT MINUTES

17/24	Present: Cllrs T Sutton, G Smitham, R Allan, Clerk A Jordan	
18/24	Apologies: Cllr A Poppleton	
19/24	Agree minutes from last meeting: In Cllr A Poppleton's absence nothing to report regarding HR terms of reference. Cllr R Allan had also looked at some generic documents and is to share with Cllr A Poppleton	APPROVED
20/24	To agree awards for grants applied to WSTC. The groups and amounts requested: <ol style="list-style-type: none">1. Poor's Coal Charity - £2002. Friends of Woburn Sands Railway Station - £1003. Genesis Youth Group - £1004. Woburn Sands Band - £3005. The Three Parishes Coach Trips - £4006. The George Wells Education Trust - £1007. Helping Hands - £400 The amount in the budget for awarding grants is £1,800 Discussed rewriting the application form for next year and reconsidering the grant terms and conditions. Cllr T Sutton suggested asking L Hearn, organiser of local flood prevention/emergency group, to put in a form and will [in principle] offer £200	RESOLVED to recommend to full council
21/24	To agree the budget update and setting for 24-25 to go to full council for approval: <ul style="list-style-type: none">• Halls budget – 4,986.64• Environment budget – 44,835.00• Admin budget – 170,600.00 Resolved to recommend this budget to the full council subject to some small amendments that may arise as accounts amended. To be finalised for the full council meeting in January to approve.	
22/24	Staff / HR Committee: At the full council meeting of 11.11.2024 Cllr D Hopkins proposed a full committee for Staffing/HR that meets on an ad hoc basis. Cllr G Smitham seconded. This proposal to go to the Chair of Finance committee as she was absent at this meeting.	AGREED a separate committee for staffing/HR

23/24	The meeting ended before this point was discussed, this item is to be passed to a new Staff/HR Committee – see item 22/24 Confidential staffing matters: <ol style="list-style-type: none">1. Staff appraisals2. Caretaker contract3. Staff hours4. salary budgeting	
24/24	Date of next meeting:	

Meeting finished at 15.35

Signed:

Date: