



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 16 March 2020 at 6.30pm
in the Ellendune Community Centre

- Present** Cllr L Campisano
Cllr C Clark
Cllr H Dosanjh
Cllr J Hewer (Chair)
Cllr H Hodd
Cllr G Overbury
Cllr A Richards
- Clerk** Emma Freemantle
- FGP/144** Apologies
No apologies were received.
- FGP/145** Declarations of Interest & Applications for Dispensation
There were no declarations of interest or applications for dispensations.
- FGP/146** Public Questions
There were no members of the public present.
- FGP/147** Minutes
Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting held on Monday 17 February 2020.
- FGP/148** Payment Schedule for March 2020
Members **RESOLVED** to agree the Payment Schedule for March 2020, a copy of which appears as Appendix A in the Minute Book.
- FGP/149** Income & Expenditure
Members **NOTED** the Income & Expenditure Statement for February 2020, a copy of which appears as Appendix B in the Minute Book.
- FGP/150** Bank Reconciliation
Members **NOTED** the bank statements and reconciliations for February 2020, a copy of which appear as Appendix C in the Minute Book
- FGP/151** Grounds Team Vehicle
Members **RESOLVED** to agree with the recommendation within the report of the Deputy Clerk, a copy of which appears as Appendix D in the Minute Book.

Members **RESOLVED** to agree that that new magnetic logo signage is purchased for the Grounds Team Isuzu truck.

- 3.1 To approve 6 magnetic logos from Vistaprint at the cost of £102.10.
Costs to be met from the vehicle maintenance budget.

FGP/152

Office Signage

Members **RESOLVED** to agree with the recommendation within the report of the Deputy Clerk, a copy of which appears as Appendix E in the Minute Book.

Members **RESOLVED** to agree that new office signage for the office doorway is purchased.

- 3.1 To approve Sign Express to install 4 graphics at the cost of £185.00
Costs to be met from Miscellaneous Expenditure.

FGP/153

CIL Review

Members **NOTED** a report of the Clerk regarding the current allocation of CIL receipts which have been received by the Parish Council to date.

Members **RESOLVED** to agree that the CIL Budget Report of the Clerk is recommended to Full Council for their consideration. A copy of the report appears as Appendix F in the Minute Book.

FGP/154

SLCC Conference

Members **RESOLVED** to approve that the Clerk and Deputy Clerk attend the Society of Local Council Clerks Practitioners Conference on 11 June 2020 at a cost of £335.
2020/2021 Budget available – 4075/100 Training

The Course content can be found here: (copy attached)

<https://www.slcc.co.uk/leadership-in-action-2020-agenda/>

Cllr H Dosanjh left the room at 7.05pm.

FGP/155

Bank Signatories

Members **RESOLVED** to agree that two new fobs would be activated for bank signatories on the account, cost up to £60.00 per Councillor.
2019/2020 Budget available – General Reserves

Members **RESOLVED** to agree that the other Bank Signatories would be considered after the May Annual Council Meeting to establish if there is any need for change of committee chairs.

FGP/156

Exclusion of Press and Public

To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

Reason: **Staffing matters.**

Cllr H Dosanjh entered the room at 7.08pm

FGP/157

Staffing Matters

Members NOTED a verbal update from the Clerk regarding staffing matters which included staff sickness absence, holiday requests and the latest developments with the Coronavirus.

Members also **NOTED** that the South West Councils Job Evaluation results had still not been received.

Meeting closed at 7.21pm

Signed.....

Date.....

Chairman of the Council