



WROUGHTON PARISH COUNCIL

14 June 2021

Dear Councillor

Members of the Committee
are **summoned** to attend a meeting of the
FINANCE AND GENERAL PURPOSES COMMITTEE
to be held on **MONDAY 21 JUNE 2021 at 6:45pm**
at **Legge House, House Conference Centre, Church Hill.**

A handwritten signature in black ink, appearing to read 'Emma Freemantle'.

Emma Freemantle
Clerk

AGENDA

1. **Apologies**
To receive any apologies.
2. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 1st July 2012.
3. **Public Questions**
To receive and respond to any questions, comments or representations from the public.
(Maximum of 10 minutes).
4. **Minutes**
To confirm as a true record the minutes of the Finance and General Purpose Committee meeting held on 15 March 2021 (copy attached).
5. **Payment Schedule**
To approve the Payment Schedule for June 2021 (copy attached).
6. **Income & Expenditure**
To receive the Income & Expenditure Statement for May 2021 (copy to follow).
7. **Bank Reconciliation**
To receive the bank statements and reconciliations for May 2021 (copy to follow).
8. **Internal Audit**
To note the report of the Internal Auditor for the period of January 2021 to March 2021. (copy attached).
9. **Public Toilets – National Non Domestic Rates (NNDR)**
To note the refund from Swindon Borough Council for the NNDR payable for the Wharf Road public toilets.

10. Review of Funds

To consider the report of the Clerk regarding the earmarked funds (copy to follow).

To consider the restoration of the telephone box at Dunbar Road using General Reserves from 2021/2022.

11. Digital Recorder

To consider the purchase of Zoom digital recorder using general reserves (copy attached).

12. Carnival Grant

To consider a request to grant the Carnival committee £2,000 (to be met from the carnival underwriting budget - £2,000 remaining) on the provision that public admission to the 2021 Wroughton Carnival event would be free.

13. 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: Commercially sensitive.

Reason: **Staffing matters.**

14. Staffing Matters

To consider a request from the Clerical and Communications Assistant for temporary flexible working. (Copy to follow)

Members of Committee

Cllr J Hewer (Chair)

Cllr L Campisano (Vice Chair)

Cllr C Clark

Cllr H Dosanjh

Cllr D Martyn

Cllr J King

Cllr G Overbury

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.