



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 21 March 2022 at 7.00pm
at the Ellendune Community Centre, Barratt Way

- Present** Cllr J Hewer (Chair)
Cllr L Campisano (Vice Chair)
Cllr G Overbury
Cllr J King
- Clerk** Emma Freemantle
- FGP/261** **Apologies**
Apologies were received from Cllr C Clark, Cllr H Dosanjh and Cllr D Martyn.
- FGP/262** **Declarations of Interest & Applications for Dispensation**
There were no declarations of interest or applications for dispensation.
- FGP/263** **Public Questions**
There were no members of the public present.
- FGP/264** **Minutes**
Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting held on 21 February 2022.
- FGP/265** **Payment Schedule**
Members **RESOLVED** to agree the Payment Schedule for March 2022, a copy of which appears as Appendix A in the Minute Book.
- FGP/266** **Bank Reconciliation**
Members **NOTED** the bank statements and reconciliations for February 2022, a copy of which appear as Appendix B in the Minute Book.
- FGP/267** **Income & Expenditure**
Members **NOTED** the Income & Expenditure Statement as at the end of February 2022. A copy of the report appears as Appendix C in the Minute Book.
- FGP/268** **Tree Work – Weir Field**
Members **RESOLVED** to approve the quote received for tree maintenance to fell the three large Acer trees positioned on the Weir Field, adjacent to Wainwright Mews. A copy of the quote appears as Appendix D in the Minute Book.
- Total cost £1,649 + VAT
Budget Allocated 4650/450: Tree Work
- Members **NOTED** that all wood chippings will be deposited to the allotment site at Moormead Road.

FGP/269

Machinery Maintenance

Members considered a report of the Deputy Clerk regarding the Grounds Team machinery maintenance, a copy of the report is attached as Appendix E in the Minute Book.

Members **RESOLVED** to agree with the following recommendations:

- 3.1 To approve the additional service expenditure detailed for WX17 CTK and WX18 CFM at a cost of £1,842 (22/23 machinery maintenance budget - £1,859 remaining)
- 3.2 To defer the decision to undertake servicing of WX15 MLY to next F&GP.
- 3.3 Deputy Clerk to research additional machinery purchase or leasing options with a view to replace the WX15 MLY and report back to F&GP.

FGP/270

NJC Pay Scales

Members **NOTED** the National Joint Councils correspondence and increased pay rates from 01 April 2021, a copy of the information is attached as Appendix F in the Minute Book.

The Clerk confirmed that staff pay increments have been amended where applicable.

FGP/271

Health and Safety Report

Members **NOTED** a report from the parish councils Health and Safety Consultant, a copy of which appears as Appendix G in the Minute Book.

Action: The Clerk and Grounds Team Manager to work with the consultant to complete any outstanding matters.

FGP/272

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.**

FGP/273

Staffing Matters

The Clerk provided a verbal update regarding ongoing staffing matters.

Meeting closed at 7.26pm

Signed.....

Date.....

Chairman of the Council