



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 16 January 2023 at 6.45pm
at the Ellendune Community Centre, Barrett Way

Present Cllr J Hewer (Chair)
Cllr L Campisano
Cllr L Gough
Cllr N Hooper
Cllr T Kewen
Cllr G Overbury
Cllr B Streeton
Cllr H Woodward

Clerk Emma Freemantle

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FGP/68 **Apologies**

Apologies received from Cllr H Dosanjh.

FGP/69 **Declarations of Interest & Applications for Dispensation**

There were no declarations of interest or applications for dispensations.

FGP/70 **Public Questions**

There were no members of the public present.

FGP/71 **Minutes**

Members **RESOLVED** to approve the minutes of the F&GP meeting on 19 December 2022.

FGP/72 **Payment Schedule**

Members **RESOLVED** to approve the Payment Schedule for January 2023, a copy of which appears as Appendix A in the Minute Book.

FGP/73 **Bank Reconciliation**

Members received and **NOTED** the bank statement reconciliations for December 2022, a copy of which can be found as Appendix B in the Minute Book.

FGP/74 **Income & Expenditure**

Members received and **NOTED** the Income & Expenditure report for the end of December 2022, a copy of which can be found as Appendix C in the Minute Book.

FGP/75 **Memorial Plaque**

Members **NOTED** that the request which can be found as Appendix D in the Minute Book, has previously been approved via the Community Assets Committee.

FGP/76 **Election Newsletter Expenses**

Members considered a budget of up to £1,500 for the printing and distribution of a new pre-election newsletter.

Members **RESOVLED** to agree the following budget for the printing and distribution of the Newsletter in advance of March 2023.

Budget Approved:	Newsletters	4165 / 100	£250
	General Reserves		£1,250

FGP/77 Annual Play Inspections

Members **RESOLVED** to approve the quote for the annual play inspection report at £775 + VAT, a copy of which can be found as Appendix E in the Minute Book.

Budget Approved:	Play Area Maintenance	4400 / 400	£2,115
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FGP/78 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/79 Recruitment Process

Members received a verbal update from the Clerk regarding the recruitment process for the Deputy Clerk role.

Members **NOTED** the extended notice period requested and **RESOLVED** to agree the new Deputy Clerk role job description and job advert.

FGP/80 Professional Fees

Members received and **NOTED** a verbal update from the Chair regarding ongoing discussions with Swindon Borough Council regarding the Akers Field land.

A copy of the parish councils land agent fees and background information to project can be found in the Confidential Minute Book.

Members **RESOLVED** to agree professional fees up to £5,000 for any associated professional fees moving forward into the new financial year.

Meeting closed at 7.24pm

Signed.....

Date.....

Chairman of the Council