



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

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

Present	Cllr J Hewer (Chair) Cllr L Campisano (Vice Chair) Cllr D Archer Cllr L Gough Cllr N Hooper Cllr G Overbury Cllr B Streeton
Clerk	Emma Freemantle
Public	0
FGP/62	<u>Apologies</u> Apologies were received from Cllr N McMahon and Cllr H Woodward.
FGP/63	<u>Declarations of Interest & Applications for Dispensation</u> No declarations of interest & applications for dispensation were received.
FGP/64	<u>Public Questions</u> There were no members of the public in attendance.
FGP/65	<u>Minutes</u> Members RESOLVED to approve the minutes to be a true and accurate record of the F&GP meeting on 18 September 2023.
FGP/66	<u>Payment Schedule</u> Members RESOLVED to approve the Payment Schedule for October 2023, a signed copy of which appears as Appendix A in the minute book.
FGP/67	<u>Bank Reconciliation</u> Members DEFERRED this item until the next meeting.
FGP/68	<u>Income & Expenditure</u> Members DEFERRED this item until the next meeting.
FGP/69	<u>Half Yearly Budget Review</u> Members NOTED a report of the Clerk regarding the second quarter budgets review and RESOLVED to agree all recommendations. A copy of the report appears as Appendix B in the Minute Book.
FGP/70	<u>Cricket Club Maintenance</u> Members considered an updated request from members of the Wroughton Wranglers Cricket Club for approval of winter maintenance costs, a copy of the request appears as Appendix C in the Minute Book.

Members **RESOLVED** to agree the new revised cost of £350 and use budget available:
Budget Available: 4450 / 210 £1,600

FGP/71

Pension Discretionary Scheme

Members considered a report of the Clerk in relation to adopting the Wiltshire Pension Fund discretionary scheme policy.

A copy of the report and referenced policy appear as Appendix D in the Minute Book.

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

3.1 That members NOTE the report.

3.2 Members agree to adopt the attached Pension Discretionary Policy, Version 1, October 2023.

3.3 Members note that individual requests from members of staff surrounding early retirement or flexible retirement are considered on a case by case basis, taking into account dedication and length of service vs the operational needs and costs to the parish council (employer).

FGP/72

White Ribbon Day 2023

Members considered a report of the Deputy Clerk, a copy of which appears as Appendix E in the Minute Book.

Members **RESOLVED** to agree to promote this year's White Ribbon Day on 25 November 2023 and **RESOLVED** to agree the following recommendations:

- 1. Buy an A3 white ribbon promise poster A3 to put in the library (maybe photocopy for the office & ECC): £3.00
The White Ribbon Promise: never to use, excuse or remain silent about violence against women.**
- 2. Buy 20x white fabric ribbons with pin for staff and councillors to wear as a visible show of support: £27.00**
- 3. Arrange for SDASS to provide a training session for all staff & any councillors who wish to become DA Ambassadors and provide a donation to SDASS of £100.**
- 4. Support NALC's initiative & send a video. Members could either send individual videos or a single video with a group of all male councillors & staff who wish to take part (no cost).**

FGP/73

Exclusion of Press and Public

Members **RESOLVED** 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 and Contractually Sensitive**

FGP/74

Staffing Update

The Clerk provided a verbal update regarding the library staffing hours.

Members **RESOLVED** to agree that any additional hours owed to library staff for hours worked are now retrospectively paid back to the 01 April 2023.

Meeting closed at 7:15pm

Signed.....

Date.....

Chairman of the Council