



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 19 February 2024 at 6.45pm
at the Ellendune Community Centre, Barrett Way

Present	Cllr J Hewer (Chair) Cllr L Campisano (Vice Chair) Cllr G Overbury Cllr N Hooper Cllr D Archer Cllr L Gough Cllr H Woodward Cllr G Cook
Clerk	Emma Freemantle
Public	0
FGP/108	<u>Apologies</u> Apologies were received from Cllr B Keetch and Cllr B Streeton.
FGP/109	<u>Declarations of Interest & Applications for Dispensation</u> No declarations of interest & applications for dispensation were received.
FGP/110	<u>Public Questions</u> There were no members of the public in attendance.
FGP/111	<u>Minutes</u> Members RESOLVED to approve the minutes to be a true and accurate record of the F&GP meeting on 22 January 2024. Cllr N Hooper asked how the completion of the current Safeguarding Policy is working. The Clerk confirmed that the Deputy Clerk is taking part in a Safeguarding webinar booked in for Wednesday 21 February and that policy adjustments will follow to the next suitable F&GP meeting.
FGP/112	<u>Payment Schedule</u> Members RESOLVED to approve the Payment Schedule for February 2024, a signed copy of which appears as Appendix A in the minute book.
FGP/113	<u>Bank Reconciliation</u> Members NOTED the bank reconciliations for December and DEFERRED the bank reconciliations for January 2024, copies appear as Appendix B in the Minute Book.
FGP/114	<u>Income & Expenditure</u> Members DEFERRED the Income and Expenditure Reports for January 2024.
FGP/115	<u>Internal Audit Report</u> Members NOTED the internal auditors report with actions arising, a copy of which is attached as Appendix C in the Minute Book.

FGP/116

CCLA Bank Account

Members consider a report of the Clerk a copy of which is attached as Appendix D in the Minute Book.

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

3.1 The Parish Council to invest all funds from both Unity Trust and Nationwide into a new CCLA Public Sector Deposit Fund.

3.2 To also invest £100,000 from the Co-Operative Current Account into the new CCLA Public Sector Deposit Fund.

3.3 To have a monthly agenda item to review cash holding and consider additional investments to maximise yield.

3.4 The Parish Council open a new Public Sector Deposit Fund (Cash) - this is a low risk option whereby funds are invested across a portfolio of approx. 30 organisations which are monitored daily.

FGP/117

Energy Contract

Members **NOTED** the new one-year fixed plan for energy costs associated with the grounds team workshop at the Wroughton Business Park, a copy of the plan is attached as Appendix E in the Minute Book.

Clerk confirmed that Unit 1 and Unit 2 of the Business Park are being charged for utility bills separately and that contact has been made with the landlord to confirm this.

FGP/118

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/119

Staffing update

The Clerk provided a verbal update to inform members that the appointed consultant from the LGRC will be with staff over the next two weeks to complete a full pay and job review analysis.

Members NOTED the report will then be discussed further at the March F&GP Meeting.

Meeting closed at 7:29pm

Signed.....

Date.....

Chairman of the Council