



WROUGHTON PARISH COUNCIL

ADDITIONAL FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 25 March 2024 at 7.30pm
at the Ellendune Community Centre, Barrett Way

- Present** Cllr J Hewer (Chair)
Cllr L Campisano (Vice Chair)
Cllr G Overbury
Cllr N Hooper
Cllr H Woodward
Cllr G Cook
Cllr B Streeton
- Clerk** Emma Freemantle
- Public** Louise Harrison, LGRC
- FGP/132** **Apologies**
Apologies were received from Cllr D Archer and Cllr L Gough.
- FGP/133** **Declarations of Interest & Applications for Dispensation**
No declarations of interest & applications for dispensation were received.
- FGP/134** **Public Questions**
There were no members of the public in attendance.
- FGP/135** **Minutes**
Members **RESOLVED** to approve the minutes to be a true and accurate record of the F&GP meeting on 18 March 2024.

The Chair suspended standing orders. Moved Agenda item 10 forward.
- FGP/136** **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/137** **Staffing Pay Review**
Members received a verbal update from Louise Harrison Member of the LGRC and **NOTED** the information and research into staff roles and responsibilities.

Members considered the report with recommendations regarding staff roles and associated pay reviews, a copy of which can be found in the Confidential Minute Book.

Members discussed and **NOTED** correspondence received from members of staff a copy of which can be found in the Confidential Minute Book.

Members **RESOLVED** to agree with the recommendations within the report and agreed to implement any required changes in time for the April 2024 pay roll.

The Chair reinstated standing orders.

FGP/138

Healthy Start Vitamins

Members considered a report of the Deputy Clerk regarding a request from Swindon Borough Council to distribute Health Start Vitamins. A copy of the report is attached as Appendix A in the Minute Book.

Members **RESOLVED** to agree to decline the request and revisit the need again in 6 months' time. Deputy Clerk to keep in contact with SBC to establish if requirements change over the 6 month period.

FGP/139

Payment Schedule

Members approved the payment schedule for March 2024, a copy is attached as Appendix B in the Minute Book.

FGP/140

Bank Reconciliations

Members received the bank reconciliations for February 2024, a copy is attached as Appendix C in the Minute Book.

FGP/141

Income and Expenditure

Members **NOTED** the income and expenditure report as at the end of February 2024, a copy of which can be found as Appendix D in the Minute Book.

Action: Clerk to ensure a new separate Youth Team cost centre is used for the new financial year.

FGP/142

Vehicle Insurance

Members **RESOLVED** to approve the parish council's vehicle fleet insurance at £8,692.95, a copy of the policy is attached as Appendix E in the Minute Book.

Meeting closed at 08.24pm

Signed.....

Date.....

Chairman of the Council