



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 15 April 2024 at 7.30pm
at the Ellendune Community Centre, Barrett Way

Present	Cllr J Hewer (Chair) Cllr L Campisano (Vice Chair) Cllr D Archer Cllr G Overbury Cllr N Hooper Cllr H Woodward Cllr G Cook Cllr B Streeton
Clerk	Emma Freemantle
Public	0
FGP/143	<u>Apologies</u> Apologies were received from Cllr L Gough.
FGP/144	<u>Declarations of Interest & Applications for Dispensation</u> No declarations of interest & applications for dispensation were received.
FGP/145	<u>Public Questions</u> There were no members of the public in attendance.
FGP/146	<u>Minutes</u> Members RESOLVED to approve the minutes to be a true and accurate record of the F&GP meeting on 18 March 2024.
FGP/147	<u>Payment Schedule</u> Members approved the payment schedule for April 2024, a copy is attached as Appendix A in the Minute Book. Action: Clerk to circulate staff payroll figures via email retrospectively once adjustments have been made.
FGP/148	<u>Bank Reconciliations</u> Members received the bank reconciliations for March 2024, a copy is attached as Appendix B in the Minute Book.
FGP/149	<u>Income and Expenditure</u> Members NOTED the income and expenditure report as at the end of March 2024, a copy of which can be found as Appendix C in the Minute Book. Members NOTED that the year end accounts will be audited in June 2024.
FGP/150	<u>Internal Audit Update</u> Members NOTED the Clerks updated internal audit report a copy of which appears as Appendix D in the Minute Book.

Members **RESOLVED** to agree that the filing and recording of minutes in the office is acceptable and can remain in the current format.

NOTED Cllr B Keetch will audit bank statements in April and Cllr D Archer will audit in May,

FGP/151

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/152

Library Staffing Update

Members received an update from the Clerk regarding the library staffing and future proposals for revised opening hours, a copy is attached as Appendix E in the Minute Book.

Members agreed that changing library opening hours are necessary however would like to maintain later evening opening times to cater for residents who are at work or school in the core day time hours.

Meeting closed at 08.24pm

Signed.....

Date.....

Chairman of the Council