

WROUGHTON PARISH COUNCIL



12 November 2024

Dear Councillor

Members of the Committee
are **summoned** to attend a meeting of the
FINANCE AND GENERAL PURPOSES COMMITTEE
to be held on **Monday 18 November 2024 at 6.45pm**
at the **Ellendune Community Centre, Barrett Way, SN4 9LW.**

A handwritten signature in blue ink, appearing to read 'Emma Freemantle'.

Emma Freemantle
Clerk

AGENDA

1. **Apologies**
To receive apologies.
2. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2024.
3. **Public Questions**
To receive and respond to any questions, comments or representations from the public.
(Maximum of 10 minutes).
4. **Minutes**
To confirm as a true record the minutes of the Finance and General-Purpose Committee meeting held on 21 October 2024 (Copy attached).
5. **Payment Schedule**
 - 5.1 To retrospectively approve the payment schedule for October 2024 (copy attached).
 - 5.2 To approve the payment schedule for November 2024 (to follow).
 - 5.3 To note that salary information will follow once appraisals and pay reviews are complete.
6. **Ellendune Community Centre Payment Schedule**
To approve the payment schedule for November 2024 (to follow).
7. **Bank Reconciliations**
To receive the bank reconciliations for October 2024 (to follow).
8. **Income & Expenditure with Balance Sheet**
 - 8.1 To receive the income and expenditure report as at the end of October 2024 (To follow).
 - 8.2 To note the Balance Sheet as at the end of October 2024 (To follow).
9. **Advertising Flag**
To consider a quote from abc signs for a new weighted external feather flag to advertise the Community Library. Cost £160 No VAT (Quote attached).
Budget Available: Library Office General & Consumables 4132/700 **£300**

10. Football Pitch Maintenance

To note the retrospective approval of the additional grass cutting of the Weir Field and Maunsell Way football pitches.

Maximum cost approved previously by the Committee is £328.33. (Cost attached)

Budget Available: Grounds Contract 4300/150 **General Reserves**

11. Finance Working Party

11.1 To agree on a date and time during the first week of December to discuss the parish council's priority list and budget setting for 2025/2026.

11.2 To discuss any projects suitable for the allocation of CIL and S106 funds within the 2025/2026 financial year.

11.3 Working party to make recommendations to the Finance & General Purposes Committee on 16th December 2024.

12. 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**

13. Staffing Update

10.1 To receive a verbal update from the Clerk regarding the Finance Assistant interviews which took place on Thursday 14 November 2024.

10.2 To receive any other staffing matter updates required.

Members of Committee

Cllr J Hewer (Chair)

Cllr L Campisano (Vice Chair)

Cllr D Archer

Cllr G Cook

Cllr B Keetch

Cllr G Overbury

Cllr H Woodward

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.