



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 20 January 2025 at 6.30pm
at the Ellendune Community Centre, Barrett Way. Wroughton.

Present	Cllr J Hewer (Chair) Cllr L Campisano (Vice Chair) Cllr G Cook Cllr B Keetch Cllr H Woodward
Clerk	Emma Freemantle
Public	0
FGP/93	<u>Apologies</u> Apologies received from Cllr G Overbury and Cllr D Archer.
FGP/94	<u>Declarations of Interest & Applications for Dispensation</u> No declarations of interest & applications for dispensation were received.
FGP/95	<u>Public Questions</u> There were no members of the public in attendance.
FGP/96	<u>Minutes</u> Members RESOLVED to approve the minutes to be a true and accurate record of the F&GP meeting on 16 December 2024.
FGP/97	<u>Payment Schedule</u> Members RESOLVED to approve the payment schedule for January 2025, copy attached as Appendix A in the Minute Book. Cllr G Cook queried the parish councils bank fees and volume of direct debits, the Clerk advised that a list can be circulated after the meeting however each service / premises has a separate account and its own DD.
FGP/98	<u>Ellendune Community Centre Payment Schedule</u> Members RESOLVED to approve the payment schedule for December 2024, copy attached as Appendix B in the Minute Book.
FGP/99	<u>Bank Reconciliations</u> Members received and NOTED the bank reconciliations for December 2024, copies are attached as Appendix C in the Minute Book.
FGP/100	<u>Income & Expenditure with Balance Sheet</u> Members received and NOTED the Income and Expenditure Report for December 2024; a copy is attached as Appendix D in the Minute Book. Members NOTED the Balance Sheet for December 2024, a copy is attached as Appendix E in the Minute Book.

The Clerk confirmed that the new internal audit visit is taking place in February 2025 and his report will follow to the next available meeting.

Committee members agreed that it would be useful to ask if the new internal auditor would attend a future Finance and General Purposes meeting.

FGP/101

Youth Work SLA

Members received the SLA from the SMASH Youth Team for the period of work covered 24 February 2025 to 31st March 2026, a copy of which is attached as Appendix E in the Minute Book.

Members NOTED that SMASH will review its SLA in line with their budget setting process in October 2025 and the Finance and General Purposes will need to review this in line with the demands of the activity.

Members RESOLVED to agree to sign the new SLA and NOTED that the AGREED costs of £9,875 are factored into the WPC 2025/2026 budget and precept figures.

Clerk to seek confirmation from SMASH over the third member of staff and whether or not this is required for the winter months when youth outreach is outside and will this effect costs.

FGP/102

Grant Funding – New Defibrillator

Members received correspondence from the Clerk regarding seeking retrospective approval for match funding to support the purchase of a new defibrillator for installation at Maunsell Way Pavilion, a copy of the information is attached as Appendix F in the Minute Book.

Members RESOLVED to retrospectively agree the work as detailed in Appendix F and NOTED that General Reserves will be used.

FGP/103

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/104

Staffing Matters

Members received a verbal update from the Clerk.

Meeting closed at 7.28pm

Signed.....

Date.....

Chairman of the Council