



WROUGHTON PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Monday 01st September 2025 at 6.30pm
at the Ellendune Community Centre, Barrett Way. Wroughton.

- Present** Cllr J Hewer (Chair)
Cllr D Archer
Cllr G Cook
Cllr H Woodward
- Public** 0
- FGP/050** **Apologies**
Apologies received from Cllr B Streeton, Cllr G Cook and Cllr B Keetch.
- FGP/051** **Declarations of Interest & Applications for Dispensation**
No declarations of interest & applications for dispensation were received.
- FGP/052** **Public Questions**
There were no members of the public in attendance.
- FGP/053** **Minutes**
Members RESOLVED to approve the minutes to be a true and accurate record of the Finance and General Purposes Committee meeting on 18th August 2025.
- FGP/054** **Ellendune Community Centre**
- 1) Members received an update from the Clerk regarding the Parish Office, Ellendune Office and Public Toilets access alterations at the community centre. A copy of the proposed floor plan and new doorway system is attached as Appendix A in the Minute Book.

The Clerk confirmed that a larger budget needs to be considered for up to £1,500 for a different style internal doors which will allow more light and transparency through to the main building / corridor area.

Members noted the floor plan and public entrance and agreed for the additional budget to be sourced and sign off to be taken to next committee meeting.

Also noted – the new electrical quote received for the installation of the fob entry door system and movement of cabling in both the parish office and Ellendune office.

Action: Ensure public coms are prepared once the parish council have a start date for the construction works to take place. All user groups to be notified as soon as possible.
 - 2) The Clerk confirmed that the Centre Manager has arranged for a contractor to repair the stage doors on the 06th October and that works will be carried out in the morning and should be complete no later than 1pm. This does not impact other activities taking place at the community centre on this day.

Members also noted that once works begin on the stage doors it may prove necessary to carry out further remedial works on other areas of the tracking / other doors. This will not be evident until works are completed on the 06th October.

FGP/055

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/056

Staffing Matters

Members received the summary of training costs for the Deputy Clerk as provided by the Clerk, a copy of which can be found in the Confidential Minute Book.

Members RESOLVED to agree a way forward for the Deputy Clerks training schedule and a copy can be found in the Confidential Minute Book.

The meeting closed at 7.42 pm.

Signed.....

Date.....

Chairman of the Council