



## **WROUGHTON PARISH COUNCIL**

### **FINANCE & GENERAL PURPOSES COMMITTEE**

Minutes of the meeting held on Monday 22<sup>nd</sup> September 2025 at 6.45pm  
at the Ellendune Community Centre, Barrett Way. Wroughton.

- Present** Cllr J Hewer (Chair)  
Cllr L Campisano (Vice Chair)  
Cllr D Archer  
Cllr G Cook  
Cllr B Streeton
- Public** 0
- FGP/057** **Apologies**  
Apologies received from Cllr H Woodward.
- FGP/058** **Declarations of Interest & Applications for Dispensation**  
No declarations of interest & applications for dispensation were received.
- FGP/059** **Public Questions**  
There were no members of the public in attendance.
- FGP/060** **Minutes**  
Members RESOLVED to approve the minutes to be a true and accurate record of the Finance and General Purposes Committee meeting on both the 18<sup>th</sup> August 2025 and the 01<sup>st</sup> September 2025.
- FGP/061** **Payment Schedule**
- 5.1 Members received and RESOLVED to agree the Parish Councils payment schedule for September 2025, a copy is attached as Appendix A in the Minute Book.
- 5.2 Members noted that the Ellendune Community Centres payment schedule for September 2025 will follow and the invoices will be paid and authorised in line with the Ellendune Community Centre staff at the end of the month.
- Members NOTED that Cllr D Archer, Cllr J Hewer and Cllr L Campisano are now awaiting bank fobs for the newly opened Ellendune Community Centre CIO bank account. The Clerk will chase this up.
- FGP/062** **Bank Reconciliations & Balance Sheet**
- 6.1 Members received and NOTED the bank reconciliations for August 2025, a copy is attached as Appendix B in the Minute book.
- 6.2 Members received and NOTED the parish councils balance sheet with listed Earmarked Reserves as at 31<sup>st</sup> August 2025, a copy of the documents are attached as Appendix C in the Minute Book.
- FGP/063** **IT Equipment Replacement Program**  
Report DEFERRED the item which is to consider quotes received for the parish councils IT equipment replacement program.

**FGP/064**

**Parish Office Telephone System**

Members considered a quote from SCG, the parish councils current broadband provider for the change in telephone system provision, a copy of the quote is attached as Appendix D in the Minute Book.

Members RESOLVED to agree with the quote and cancel the parish councils existing, rolling telephone contract with Virgin.

Budget available: 4115/100 - £2,197

**FGP/065**

**Cricket Wicket Maintenance**

Members RESOLVED to agree the quote for the winter maintenance for the Weir Field Cricket square, a copy of the quote is attached as Appendix E in the Minute Book.

Budget Available: 4450/210 - £2,140.00.

**FGP/066**

**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/067**

**Staffing Matters**

The Clerk provided a verbal update to the committee regarding the Deputy Clerk and current training schedule, working from home and recent meetings which have taken place with the Chair and Vice Chair.

Clerk confirmed that a further formal update will follow at the next F&GP meeting.

**The meeting closed at 7.25 pm.**

**Signed.....**

**Date.....**

**Chairman of the Council**