

WROUGHTON PARISH COUNCIL



11 November 2025

Dear Councillor

Members of the Committee
are **summoned** to attend a meeting of the
FINANCE AND GENERAL PURPOSES COMMITTEE
to be held on **Monday 17th November 2025 at 6.45pm**
at **the Ellendune Community Centre, Barrett Way, SN4 9LW.**

A handwritten signature in black 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**
 - 4.1 To confirm as a true record the minutes of the Finance and General-Purpose Committee meeting held on 20th October 2025 (Copy attached).
5. **Payment Schedule**
 - 5.1 To approve the Parish Councils payment schedule for November 2025 (attached).
 - 5.2 To approve the Ellendune Community Centres payment schedule for November 2025 (attached).
6. **Bank Reconciliations & Balance Sheet**
 - 6.1 To receive the bank reconciliations for October 2025 (attached)
 - 6.2 To receive the parish councils balance sheet with listed Earmarked Reserves as at 31st October 2025 (attached).
7. **Parish Council Insurance – Desktop Valuations**
To receive the updated valuations for the parish councils assets and note the Parish Councils insurance broker has been notified accordingly (valuations attached).
8. **Subscription Renewal**
To note the parish councils renewal of membership to the National Allotment Society (Copy attached).
9. **Karcher Service Agreement (Road Sweeper)**
To receive and review the service agreement for the parish councils road sweeper (Copy attached).

10. IT Hardware Support

- 10.1 To receive and consider quotes for IT hardware support and ongoing replacement plan for Laptop devices (Copy attached).
- 10.2 To note the support and replacement program applies to the parish office, library and community centre laptop devices (x 8 in total).

11. Ellendune Community Centre Maintenance – Quotes to approve

- 11.1 To receive the report from the contractor following recent repair works to the main hall stage doors at the community centre – note one door / runner has been repaired (attached).
- 11.2 To consider the quote for the servicing and repair to the remaining four stage doors in the main hall (attached)
- 11.3 To consider quotes for the replacement fire doors, and framework which lead onto the Community Centre garden. (Copies attached).

Budget Available: ECC 4800/550 - £1,856

Budget Available: EMR Workshop 355 - £5,406

12. Replacement Notice Board – Alexandra Park

To consider two quotes for a replacement notice board at Alexandra Park (Copy attached)

Budget Available: EMR 341 CIL Funds / £59,653

13. 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**

14. Staffing Matters

To receive and note the update from the Clerk regarding any staffing items.

Members of Committee (7)

Cllr J Hewer (Chair)

Cllr L Campisano (Vice Chair)

Cllr D Archer

Cllr G Cook

Cllr B Streeton

Cllr M Smith

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.