

WROUGHTON PARISH COUNCIL



17 March 2026

Dear Councillor

Members of the Committee
are **summoned** to attend a meeting of the
FINANCE AND GENERAL PURPOSES COMMITTEE
to be held on **Monday 23rd March 2026 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 2025.
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 23rd February 2026 (Copy attached).
5. **Payment Schedule**
 - 5.1 To approve the Parish Councils payment schedule for March 2026 (to follow).
 - 5.2 To approve the Ellendune Community Centres payment schedule for March 2026.
6. **Bank Reconciliations & Balance Sheet**
 - 6.1 To receive the bank reconciliations for February 2026 (attached).
 - 6.2 To receive the parish councils balance sheet with listed Earmarked Reserves as at 28th February 2026 (attached).
7. **Vehicle Insurance Renewal**
To note and consider the renewal quotation from MS Amlin for Wroughton Parish Council for the period 6 April 2026 – 5 April 2027, with a total annual premium of £14,105.11 (including IPT and all fees).
(Copy of the detail is attached).

Budget Available: 4600/450 £12,500 and Remaining £1,605 to be taken from General Reserves.
8. **Broadband Connection – Grounds Team Workshop (Business Park Unit 1)**
To consider a proposal for SCG Broadband Installation at Unit 1, Business Park and cancellation of existing mobile data contract (Costs attached).

9. Sage Payroll Upgrade

To consider a report from the Finance Officer in relation to proposals for the upgrading of the current payroll system Sage 50 Payroll. (Copy attached)

10. 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**

11. Staffing Matters

To note the update of the Clerk (Copy attached)

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.