

Minutes of the meeting of the Finance & General Purposes Committee**Held on 7th June 2010 at 8.00 pm in the Bush Room****Present:** - Cllrs. John Cutland (Chairman), Brian Lee, Alison Peters, Terry Hunt
Bob Phillips (Clerk),**1. Apologies accepted for Absence**

Cllr Brian Davis (Holiday)

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None.

5. Minutes of meeting held on 10th May 2010 and Matters Arising**Resolved:** The Minutes of the meeting held on 10th May 2010 were approved and signed by the Chairman.

5.1. Matters Arising

None

5.2. Outstanding Actions

5.2.1. (5/10/09) Clerk to investigate the cost and feasibility of providing a litter bin in the cemetery and report to the Playing Fields Committee. **Action to Clerk**

It was agreed to create a small project where the Clerk would prepare some maps of the Parish and an identification list as a pack which volunteer Council members would use to each survey a part of the Parish. This would create a complete survey of the Parish's litter and dog bins, their location, type and condition.

F100510-1 The Clerk to prepare Litter/Dog Bin Survey Packs.**Action to Clerk****5.2.2. PC100215-3 The Council to investigate the insurance cover provided for The Show and confirm with the Community Forum. **Action to Council****

The committee determined that the Clerk should consult with our brokers over the detail of the query.

F100301-1 Clerk to confirm with Came & Co. the insurance cover provided for the event.**Action to Clerk**

Action Closed 7/6/10

5.2.3. PC100215-7 The Council to consider erecting a display of all previous John Dyer Award winners in the Jubilee Hall. **Action to Council**

A temporary list has been erected by Elaine & Brian Lee and the Clerk was asked to discuss with them their intentions.

The action prompted a discussion on the process, committee and rules of the John Dyer Award. Several members had been involved with the award both since its inception and later and felt it may be time to review the award. It was agreed to invite the chairman of the committee to review the award with council members.

F100510-2 The Clerk to invite the chairman of the John Dyer Award to meet with Council members.

Action to Clerk

Ongoing (7/6/10)

5.2.4. **F100412-1 Clerk to determine the Parish Council's formal relationship with the Alveston Charities.**

Action to Clerk

Ongoing (7/6/10)

6. Matters Arising from Committee reports

6.1. Planning Committee – none

6.2. Footpaths & Allotments Committee - none

6.3. Playing Fields & Open Spaces Committee - none

7. Financial Reports

7.1. Receipts & Payments

Resolved: The Receipts & Payments statement for May 2010 was accepted and signed by the Chairman.

7.2. Budget Report & Interim Account

Resolved: The Budget Report and Interim Account for May 2010 were accepted.

7.3. Bank Reconciliation

Resolved: The Bank Reconciliation statement for May 2010 was accepted and signed by the Chairman.

8. Financial Matters

8.1. Insurance Premium Increase.

The Clerk reported the following events surrounding our insurance policy with Came & Co. (Aviva Insurance UK Ltd.).

Policy named as Alveston Parish Council & Community Forum Insurance

11 May 2010 - Following our asset review, listed items and estimated values forwarded to Came & Co.

22 May 2010 - Came & Co issue renewal notice with premium of £2,226.32 quoting old asset list comprising: Buildings, etc. value - £7,022.00; Total Risk sum - £151,500.00

2 June 2010 - To ensure continuity of cover, cheque for £2,226.32 sent.

3 June 2010 - Came & Co send amended invoice which includes the changes to asset list. Revised values are: Buildings, etc. value - £10,780.00; Total Risk sum - £219,403.00
Revised total premium £2,520.58

Additional premium due £294.26

Resolved: The revised Council insurance premium of £2,520.58, based on the updated asset values, was accepted and it was agreed to pay the additional premium now due.

8.2. Donations 2010

It was agreed that a new process should be adopted to determine who should receive donations/grants should operate for 2010. The Clerk is to draft a process and to place an article in *Helmet* requesting local groups to apply. The example of Thornbury Town Council's process would be examined.

F100607-1 The Clerk to draft a donations "process" for discussion. Action to Clerk

F100607-1 The Clerk to place an article in *Helmet* asking local groups to apply for grants. Action to Clerk

9. Authorisation of Payments & Income Received

9.1. Payments

The following payments were approved and authorised by Cllrs. John Cutland & Terry Hunt.

Payee	Details	Chq. no	£
CRK Garden Manicures	Grounds Maintenance May 2010	1746	906.91
Broker Network Ltd.	Came & Co. Insurance	1747	294.26
Virgin Media Payments Ltd	Broadband to July 2010	1748	25.85
York Fencing	Playground & Cemetery Fencing Repairs	1749	1,054.85
R Phillips	Materials for Allotment Water Distribution	1750	575.41
	Total expenditure		2,857.28

9.2. Income Received is listed below

Payee	Details	Chq. no	£
South Glos Council	Precept	dc	-23,673.00
Bank of Ireland	Interest to 5th May 2010	dc	-0.02
Co-operative Bank	interest to 5-May-2010	dc	-6.99
H C Allen	Grant - Cremated Remains Plot 52	inc 1742	-35.00
L & J Gulwell	Grant & Interment (Allen Plot 50, John Plot 39)	inc 1743	-524.00
	Total income		-24,239.01

10. Policy Documents

None

11. Correspondence

None

12. Any other business

12.1. SG Core Strategy

The Committee was reminded that a meeting would be held with Patrick Conroy from South Glos on 17th June at 10.00am in the Bush Room.

The meeting was closed at 8.50 pm.