

## Minutes of the meeting of the Finance & General Purposes Committee

Held on 6<sup>th</sup> Feb 2012 at 7.30 pm in the Bush Room

**Present:** - Cllrs. Terry Hunt (TH) (Chairman), John Cutland (JC), Brian Lee (BL), Alison Peters (AP) Bernard Willcox (BW)  
Bob Phillips (Clerk),

### 1. Apologies accepted for Absence

Cllr Hannah Richmond (HR),

### 2. Evacuation Procedure

Evacuation procedures were noted.

### 3. Public Participation

None

### 4. Declaration of Interests

None

### 5. Minutes of meetings held on 5<sup>th</sup> Dec 2011 and Matters Arising

**Resolved:** The Minutes of the meetings held on 5<sup>th</sup> Dec 2011 were approved and signed by the Chairman.

#### 5.1. Matters Arising

None

#### 5.2. Outstanding Actions

##### 5.2.1. ***F111107-2 to investigate the feasibility of insuring the Jubilee Hall and Youth Centre in the Parish Council Insurance.*** ***Action to Clerk***

Ongoing (6/2/12)

##### 5.2.2. ***F111205-1 to pay the Community Forum £25.00 as their share of the CPRE Village of the Year Award.*** ***Action to Clerk***

Cheque sent. Action closed

### 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. Budget Reports dated 31/12/11

- 7.2. Account Balance for 31/12/11
- 7.3. Receipts & Payments for Dec 2011
- 7.4. Bank Reconciliation for Dec 2011

Cllr John Cutland queried some of the detail in the Receipts and Payments report including the incorrect reporting of the S137 Grant Aid totals. The Clerk agreed that the figures were incorrect and would be checked. The reports were therefore not accepted.

***F120206-1 to check all Dec 2011 financial reports for accuracy and in particular the totals recorded for S137 Grant Aid.*** ***Action to Clerk***

## 8. Financial Matters

### 8.1. Parish Council Charges

Cllr Terry Hunt apologised that the council charges should ideally first be discussed at the PF&OS committee meeting but the meeting schedule now meant that if changes were to be made, we may not be in time to introduce them by April 1<sup>st</sup>. It was accepted that as most of the PF&OS committee were present, we should continue the discussion and refer any recommendations at the later meeting.

#### 8.1.1. Cemetery Charges

The annual increase in 2011 had been delayed until 1<sup>st</sup> Sept when a 5% overall increase had been introduced.

The following resolution was agreed.

**Resolved:** To propose to the PF&OS Committee a 10% increase in all Cemetery charges as from 1<sup>st</sup> April 2012.

#### 8.1.2. Playing Field Charges

Although the 5% increase introduced on September 1<sup>st</sup> 2011 was applied for the football season, the cricket club had paid the same in 2011 as in 2010.

The Clerk had requested from all the Parish & Town Council's in South Glos their current charges. Some hired out pitch and dressing rooms together whilst others operated like Alveston with the two facilities separately. It is only possible to calculate a combined average across SG.

It is very apparent that Alveston charges are below average for all facilities.

##### Senior Football

	Pitch only	Dressing Rooms	Pitch & Dressing Rooms
Alveston	27.00	19.73	46.73
SG average			57.18

##### Junior Football

	Pitch only	Dressing Rooms	Pitch & Dressing Rooms
Alveston	13.50	7.80	21.30
SG average			30.00

## Cricket

	Pitch only	Dressing Rooms	Pitch & Dressing Rooms
Alveston	414.00	355.14	769.14
SG average			966.48

**Resolved:** To propose to the PF&OS Committee the following increases to Playing Field charges as from 1<sup>st</sup> April 2012.

Senior Football +10%

Junior Football +10%

Cricket +15%

## 9. Authorisation of Payments & Income Received

### 9.1. Payments

The following payments were approved and authorised by Cllrs. Brian Lee and Alison Peters.

Details	Chq. no	£
Annual fee Finance software	2018	118.80
Indigo Starfish - antivirus software	2019	13.97
Annual Inspection	2020	192.00
John Lewis – John Dyer Award frame	2021	30.75
Funeral Services – plot 71	2022	85.00
Water Rates – cemetery	2023	19.94
Broadband to 29 <sup>th</sup> Feb	2024	26.40
Halfords – Football net pegs	2025	5.98
Photocopy services	2026	17.92
Grounds Mtce	2027	978.00
Total expenditure		1488.76

### 9.2. Recent Receipts are listed below

Details	Chq. no	£
Interment & Funeral Services Plot 71	Inc 2021	193.00
Memorial Plot 52	Inc 2022	65.00
Total expenditure		258.00

## 10. Policy Documents

None

**11. Correspondence**

## 11.1. Elim Housing Association

The Council had been approached, along with other organisations within the parish to consider how the community could become more involved with the Forecastle and its residents. There were no hard ideas yet and the contact had been asked to present some facts about the facility, and perhaps arrange a meeting to discuss possibilities.  
No action would be taken at this time.

**12. Any other business**

The meeting was closed at 8.30pm.