

Minutes of the meeting of the Finance & General Purposes Committee

Held on 3rd February 2014 at 7.30 pm in the Bush Room

Present: - Cllrs. Terry Hunt (Chairman), Alison Peters (AP) John Cutland (JC), Ann Wilkins (AW), Steve Blick (SB), Marcus Fry (MF)

1. Apologies accepted for Absence

Cllr Phil Squires

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 6th January 2014 and Matters Arising

13064 Resolved: The Minutes of the meetings held on 6th January 2014 were approved and signed by the Chairman.

- 5.1. Matters Arising – Outstanding actions were noted, but members requested that in future all 'Action' schedules together with 'Ongoing Actions' should give dates in addition to the usual information.
- 5.2. The above comments should also apply to ongoing actions.

6. Matters Arising from Committee reports

- 6.1. Planning Committee – none
- 6.2. Footpaths & Allotments – (MF) reported that an inspection of the allotments had been held, and a report would be submitted to the next meeting of F & A Committee.
- 6.3. Playing Fields & Open Spaces Committee - none

7. Financial Reports

All reports are filed separately and not included in meeting notes.

13065 Resolved: The financial reports as presented were accepted as accurate.

The Financial reports were noted. (JC) asked whether the subscription to ALCA had been paid for the current year.

F140203-01 – Pursue ALCA invoice relating to 2013/2014 annual subscription

Action to Clerk

(AW) asked that the various budget heads within the F & GP budget could be grouped e.g. all costs relating to the administration. The Clerk was requested to investigate this.

F140203-02 – Investigate the possibility / practicality of re-programming the RBS computer system to produce reports in the format requested.

Action to Clerk

8. Financial Matters

8.1. 2014/15 Budget

The committee considered the schedule presented which indicated an estimated deficit of £1053 for 2014/15. (TH) proposed and (AP) seconded to accept the budget for the Committee and Council, and to ask that the other committees consider their budgets within their respective totals within the overall budget.

13066 Resolved: The Committee resolved to accept the budget for 2014/15, for the committee and to recommend acceptance to the Council the overall budget set out in the papers. Together with a request that the other committees consider their budgets within the total set out in the budget recommended to the Council.

- 8.2. TH advised the Committee that the Council had agreed in principle to take over certain maintenance of grass verges a flower bed and dog and litter bin from the District Council from 1st April, and it was necessary for agreement to proceed with a contract with South Glos. The estimated cost for 2014/15 had been included in the budget. Brief details were given of the draft contract, including notice provisions, and basis of the annual increases. (AP) proposed and (JC) seconded that the Council agree in principle to conclude a standard services contract with the District Council for a maximum period of 10 years, subject to the final details being agreed, and to the process being acceptable within the financial Council's policies.

13067 Resolved: The Committee resolved to agree in principle to conclude a contract with the District Council on the terms to be agreed provided that the process did not conflict within the Councils policies on contracts.

9. Authorisation of Payments & Income Received

NB. Payee removed from lists for confidentiality.

- 9.1. Payments authorised by Cllrs John Cutland & Mike Webb

Details	Chq. no	£
Grounds Maintenance Contract-Dec	2375	1038.20
Cemetery works	2376	1008.00
Total Payments		£2046.20

- 9.2. Recent Receipts - None

10. Policy Documents

None

11. Correspondence

None

12. Any other business

- 12.1 The next SSCG meeting is at 19.30PM on Thursday 20th February at the Alveston Methodist Church. (MF) agreed to attend if other commitments permitted.
- 12.2 Defibrillator – Positioned at Jubilee Hall, communication to residents? – (SB) advised the committee that the organising group were to ensure that the members of the community were aware of the location of the defibrillator, and given instructions on its use.
- 12.3 Councillors invitation to South Glos Council – Localism Street Scene Services Seminar – (TH) agreed to attend the seminar on Street Scene Services & other members may also be interested.
- 12.4 For Information – Parish Precept – 2014/15 Acknowledgement. – Noted.

Meeting Closed – 20.10

The next meeting of the Finance and General Purposes Committee is on Monday 3rd March at 7.30pm.