

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

Held on 1<sup>st</sup> September 2014 at 7.30 pm in the Bush Room

**Present:** - Cllrs. Alison Peters (AP) (Chair), James Sumner (JS), Marcus Fry (MF), Steve Blick (SB) (Cllrs Mike Webb (MW) & Paul Caddick (PC) were also present)  
Graham Smith (Clerk)

### 1. Apologies accepted for Absence

Terry Hunt

### 2. Evacuation Procedure

Evacuation procedures were noted.

### 3. Public Participation

None

### 4. Declaration of Interests

None

### 5. Minutes of meeting held on 7<sup>th</sup> July 2014 and Matters Arising

#### 5.1. Approval of The Minutes of the meeting held on 7<sup>th</sup> July 2014

**14.039 Resolved:** The Minutes of the meetings held on 7<sup>th</sup> July 2014 were approved and signed by the Chairman

#### 5.2. Matters Arising – None

#### 5.3. Outstanding Actions – Land registration Update

(Clerk) reported to the committee that to register land without the original deeds was a complex process and is likely to involve a solicitor. Investigations had been made relating to the whereabouts of the original deeds which had been held at Crossmans & Thurstons from 1976 until 1995 where they had been withdrawn from storage by the Parish Council Clerk in September 1995. (Clerk) informed members that he would contact the Clerk in order to establish the whereabouts of the original deeds.

**F140901-01:** Contact Clerk (1995) to establish the whereabouts of the original deeds.

**Action to Clerk**

(Clerk) informed members that Crossmans had provided a quote of £350 plus VAT plus Land Registry fees to register land with original deeds and that to register the land without the photocopy of deeds only would likely incur an additional £100 (approx.) to the cost. (Clerk) had approached Simms Cooke & Teague to obtain a quote, however a direct cost was not forthcoming. (JS) recommended that (Clerk) obtain a third quotation.

**F140901-02:** Obtain a third quotation for the registration of land with photocopy deeds.

**Action to Clerk**

(AP) proposed the motion that a third quotation be obtained and subject to the result (Clerk) instruct Crossmans to proceed with the land registration. (JS) seconded the motion and the committee voted in favour.

**14.040 Resolved:** (Clerk) to instruct Crossmans to proceed with the land registration subject to the third quotation being less favourable.

## 6. Matters Arising from Committee Reports

- 6.1. Planning Committee – none
- 6.2. Footpaths & Allotments – (MF) reported to the committee that progress is being made with regard to the footpaths calendar and that payments had been received from Tockington Manor and The Ship, with payments from Rolls Royce, Bailey Balloons and the Fox to be forthcoming. (MF) requested that as the printing was to be a credit card transaction (online) that he use his personal credit card and claim back as a member's expense. (MF) also proposed that £100 of the F & A budget be allocated to the calendar project. (AP) seconded motion and all Cllrs votes were in favour.

**14.041 Resolved:** £100 of the F & A budget be allocated to the calendar project.

- 6.3. Playing Fields & Open Spaces Committee – (Clerk) reported to the committee that the damage to the Cross Hands Fence was due to SGC gang mowers and a full refund of £201.60 had been approved by SGC.

## 7. Financial Reports

### 7.1 Finance Report for June 2014

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

**14042 Resolved:** The financial reports as presented were accepted as accurate.

## 8. Financial Matters

### 8.1. Poppy Appeal – Donation

(AP) proposed that the Parish Council donate £75 to the British Legion Poppy appeal. (SB) seconded the motion and all Cllrs were in favour.

**14043 Resolved:** The Parish Council donate the sum of £75 to the British Legion Poppy appeal.

- 8.2. Cross Hands Play Equipment – (JS) requested that this item be discussed at the PF & OS committee meeting.
- 8.3. Council Tax Reduction Scheme – SGC Consultation: - (Clerk) recommended that due to time constraints that this item be completed by (Clerk) & (TH)
- 8.4. SLCC National Conference – Bristol : - (Clerk) informed Cllrs that he wished to attend the National Conference and requested financial assistance. (AP) approved this request and (SB) seconded. All councilors were in favour of meeting the cost of the day delegate rate of £69.00 plus VAT.

**14044 Resolved:** The Parish Council would fund the cost of £69.00 plus VAT for (Clerk) to attend the SLCC national conference

## 9. Authorisation of Payments & Income Received (August)

NB. Payee removed from lists for confidentiality.

### 9.1. Payments made 5<sup>th</sup> August 2014 - Payments signed by Cllrs Terry Hunt & Mike Webb

Details	Chq. no	£
Litter Bin Empty June/July	2447	66.10
Photo Copy & Print	2448	11.72
Grounds Maintenance Contract - July	2449	1176.20
Cllr Expenses	2450	31.98

Details	Chq. no	£
Room Hire June / July	2451	65.12
Clerk Expenses	2452	58.92
Cemetery Rates	DD	57.00
Total Payments		£1,467.04

9.2. Payments made 18th August 2014 - Payments signed by Cllrs Terry Hunt & Mike Webb

Details	Chq. no	£
Cemetery - Water Rates	2453	21.80
Salary – Cemetery Caretaker	2454	90.13
Salary – Daily Inspect – Sweep	2455	169.10
Clerk Salary	2456	1174.32
Total Payments		£1,455.35

9.3. Receipts in August 2014

Details	Chq. no	£
Allotment Rent– Half Plot 1A	Inc2348	16.50
Pitch Usage (Football 2013/14 season)	Inc2349	93.60
Cemetery– Memorial Tablet	Inc2415	80.00
Cemetery– Deed of Grant & Internment	Inc2416	130.00
Cemetery– Memorial Tablet	Inc2417	80.00
Total Receipts		£400.10

## 10. Authorisation of Payments

10.1. Payments made 1<sup>st</sup> September 2014 - Payments signed by Cllrs Alison Peters & Mike Webb

Details	Ref.	£
Grounds Maintenance Contract - Aug	2457	1176.20
Grounds Charges & Dog Bins	2458	1281.31
Excavate plot for internment – 46	2459	75.00
Telephone Calls, Line Rental, BBand	2460	180.64
H & S Phase 2	2461	301.00
Donation – Wreath	2462	75.00
Total Payments		£3,089.15

## 10.2. Recent receipts

Details	Ref.	£
Gross Interest	T/Fer	2.86
Walking Calendar	T/Fer	50.00
Cross Hands Fence Repair Refund	BACS	201.60
Walking Calendar	Cash	50.00
Total Receipts		£304.46

**11. Correspondence**

None

**12. Any other business**

None

Meeting Closed – 20.20

**The next meeting of the Finance and General Purposes Committee is on  
Monday 6<sup>th</sup> October at 7.30pm.**