
Minutes of the meeting of the Finance & General Purposes Committee**Held on 11th May 2015 at 7.30 pm in the Bush Room****Present:** - Alison Peters (AP) (Chair), James Sumner (JS), Steve Blick (SB), Marcus Fry (MF).

Graham Smith (Clerk)

1. Apologies accepted for Absence

Cllr Mike Webb

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

Cllr Paul Caddick

4. Declaration of Interests

None

5. Minutes of meeting held on 13th April 2015 and Matters Arising5.1. Approval of The Minutes of the meeting held on 13th April 2015**15.035 Resolved:** The Minutes of the meetings held on 13th April 2015 were approved and signed by the Chairman

5.2. Matters Arising - None

5.3. Outstanding Actions – None

6. Matters Arising from Committee Reports

6.1. Planning Committee – (AP) informed Cllrs that the planning committee objected to PT15/1691/F based upon the existence of ongoing parking problems in the area which will be further exasperated by 6 new dwellings. That the entrance driveway to the house closest to David's Lane is located too close to the Davids Lane / Paddock Gardens junction. The proposed application is further infill and over development within a small and congested area.

6.2. Footpaths & Allotments Committee – (MF) informed Cllrs that South Gloucestershire Council have reached out to consult Alveston parish council and residents with regard to proposed bus stop refurbishments within the parish and this will be discussed at the meeting in June. The 2016 inter-parish calendar is progressing to the stage of seeking sponsorship.

6.3. Playing Fields & Open Spaces Committee – (JS) advised councillors that there was no significant damage to the play equipment after the travellers had settled for a week on the open space at Down Road. (JS) had removed turf which had been thrown into the "ball cup" and clerk had resealed the matting underneath the "spinner". (SB) recommended these actions be passed by an H&S inspector. (Clerk) stated that the H&S issue had been addressed relating to a trip hazard arising due to the removal of some turf which surrounds the matting installation around the "spinner". CRK Garden Manicures had been instructed to infill the holes with compounded top soil and reseed. This cost the parish council £60. (SB) raised concerns that more clarity is required from Shirley Holloway & South Gloucester Council with regard to the detail of legal action relating to the evacuation of the travellers on Down Road.

7. Financial Reports

7.1 Finance Report April 2015

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

(Clerk) circulated the Finance report for April 2015 and informed Cllrs that RBS had upgraded their software which had resulted in initial teething problems. (JS) observed that page headings and column headings still retained the previous year's dates and that a correct reprint is required.

F150511-1: Reprint April 2015 Finance report with correct dates on headers and columns.

Action to Clerk

8. Financial Matters

8.1 Purchase Order Approval 15/001

(Clerk) presented purchase order 15/001 for the remedial H & S work to playground safety surface at the Cross Hands Play area and two new cradle seats for the swings at the Lime Kiln play area. The PO was approved and (AP) proposed the motion that the committee authorise continuing with the rolling program of maintaining and improving the H & S and standards of equipment within the parish. (JS) seconded the motion and all Cllrs agreed unanimously.

15.036 Resolved: The committee authorise continuing with the rolling program of maintaining and improving the H & S and standards of equipment within the parish.

8.2 Notice of Uncontested Election

(Clerk) advised Cllrs that the 2015 Parish Council election for Alveston Parish Council had been uncontested and as a consequence the money allocated in the reserves for election expenses had not been used.

9. Authorisation of Payments

9.1. Payments made 11th May 2015 - Payments signed by Cllrs James Sumner & Steve Blick

Details	Ref.	£
Grounds Maintenance Contract - April	2555	1248.20
Annual subscription to LCR	2556	17.00
Remote year end training & upgrade	2557	120.00
Water Rates – Allotments	2558	40.43
Water Rates - Cemetery	2559	23.82
Total Payments		£1,449.45

9.2. Recent receipts

Details	Ref.	£
Allotment Plot 27	Inc2523	28.35
Allotment Plot 17	Inc2522	28.35
Allotment Plot 35	Inc2521	28.35
Allotment Plot 8	Inc2520	28.35
Allotment Plot 26	Inc2519	28.35
Allotment Plot 1A	Inc2518	17.00

Details	Ref.	£
Allotment Plot 6B	Inc2517	17.00
Allotment Plot 28B	Inc2516	17.00
Allotment Plot 31	Inc2515	28.35
Dury / VAT Repayment	T/Fer	3549.63
Total Receipts		£3,770.73

10. Correspondence

(Clerk) read a letter from the secretary of the Jubilee Hall Management committee requesting assistance relating to repairs to the car park. The committee authorised (Clerk) to liaise with the JHMC to effect repairs as requested.

F150511-2: (Clerk) to liaise with the JHMC to effect car park repairs as requested.

Action to Clerk

11. Website

Nothing to add to website.

12. Any other business

(Clerk) informed Cllrs that the Internal Audit for 2014/15 had been completed by South Gloucestershire Council and the return stated that procedures had been undertaken to a high standard. There was one reported issue which related to the confirmation that (clerk) had obtained three quotations for the new play equipment at the Cross Hands play area which had not been advised on the meeting minutes.

Meeting Closed – 20.10

**The next meeting of the Finance and General Purposes Committee is on
Monday 1st June at 7.30pm.**