

WARFIELD PARISH COUNCIL

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

held **virtually** on **Tuesday 23 March 2021** at **7.45pm**

Present: Councillors Strudley (Chair), Mrs Barnard, Ms Dulieu and Fitzwilliams and Mrs Wallen

In attendance: The Parish Clerk

Ahead of the meeting a minute silence was held on the national day of reflection on the anniversary of the first national lockdown to remember the victims of COVID-19

001. Apologies for absence

No apologies were due.

002. Declarations of interest

No declarations of interest were received.

003. Minutes of the previous meeting

The minutes of the meeting of 16 February 2021 were circulated to members in advance of the meeting. Approval of the minutes was proposed by Cllr Ms Dulieu and seconded by Cllr Mrs Wallen and the minutes were **APPROVED** by members present.

004. Matters arising from the previous meeting

There were no matters arising from the previous meeting.

005. Financial Report

The Financial Report to the end of February 2021 was circulated to members ahead of the meeting. An update on debt would be presented at the March meeting.

The Clerk updated members on historic debt and explained the difference in figures resulted from the method of accounting for credit payment on accounts.

Regular income from hires reduced as a result of writes-offs agreed previously by the committee.

The report was noted.

006. Potential funding for a response to the Bracknell Forest Local Plan

A proposal to provide £2,000 funding for consultancy support in developing a response to the Bracknell Forest Local Plan was proposed by Cllr Ms Dulieu, seconded by Cllr Mrs Barnard and **APPROVED** by members present.

007. Policy Development Framework

The Policy Development Framework was circulated to members ahead of the meeting. Cllr Ms Dulieu proposed recommending the Policy Development Framework for approval by council. This was seconded by Cllr Mrs Barnard and **APPROVED** by members present, with one abstention.

008. Complaints Policy

The Complaints Policy was circulated to members ahead of the meeting. Cllr Mrs Wallen proposed recommending the Complaints Policy for approval by council. This was seconded by Cllr Ms Dulieu and **APPROVED** by members present.

009. Financial Management Supporting Documents

The Clerk circulated information on documents being prepared to support financial management. The documents would be brought forward to future committee meetings.

The report was noted.

010. Future agenda items and date of the next meeting

Items for future agenda items were circulated to members. The Clerk was asked to circulate the Parish Plan update and include the Co-option process onto the list, The date of the next meeting was agreed as Thursday 22 April 2021 at 7.45pm.

011. Closure of the meeting

The meeting closed at 8.41pm