



MINUTES OF THE MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE

Held on **Thursday 12 November 2015** at **7.30 pm** in the Parish Office

Present: Councillors Harrison (chair), Fitzwilliams, Ms Healy and Jones

F057. Apologies for absence

Apologies were received from Cllrs Dr Barnard and Mrs Barnard.

F058. Declarations of interest and dispensations

Cllr Ms Healy declared an interest as a member of Warfield Park Community Association, the Warfield Fete Committee and as chairman of the Parish Council.

F059. Minutes of the meeting of 8 October 2015

The minutes of the meeting of 8 October 2015 having been previously circulated to members were proposed by Cllr Harrison, seconded by Cllr Fitzwilliams and RESOLVED to approve and adopt the minutes of the meeting of 8 October 2015.

F060. Matters arising from the last meeting

There were no matters arising from the previous meeting that were not covered elsewhere on the agenda.

F061. Warfield Memorial Ground

The committee welcomed Trustees of the Warfield Memorial Ground, Ray Moss, Nick Haynes and Dolly Langton to the meeting where they explained their future plans for the memorial ground, subject to funding and planning permission. The Committee asked the Trustees to keep them informed on progress and indicated that the council would be in joining the project if circumstances allowed.

F062. Finance 2015/16

a. to consider the financial report to end of October 2015

The Clerk circulated a copy of the financial report to the end of October 2015 including comparisons to budget.

The clerk was continuing to check items had been correctly coded ahead of budget setting. The financial report was noted.

b. to approve payment of accounts tabled at the meeting

The following accounts for payment were tabled at the meeting and approved for payment. These included grant payments.

Cheque Payments

3663	Cartridge Save Ltd	photocopier drm unit	£136.85
3664	Glee Club UK Ltd	Arts Week event provision	£150.00
3665	Jonathan Greenyer	Arts Week expenses	£373.97
3666	OCS Group Ltd	PAT testing at facilities	£150.00
3667	Office Depot (UK) Ltd	Office stationery	£55.72
3668	Pottery Pals Ltd	Arts Week event provision	£480.00
3669	Servio Ltd	Whitegrove heating repair	£138.00
3670	Tesco Stores Ltd	Buildings insurance	£250.20
3671	The Creation Station	Arts Week event provision	£270.00
3672	ABA (Construction) Ltd	Play area inspections	£104.21
3673	Bowak Ltd	Cleaning materials	£239.56
3674	Index Security Systems	Adoption of Whitegrove alarm	£361.20
3675	Justine Hart	Arts Week event provision	£328.00
3676	Blunderbus Theatre Company	Arts Week event provision	£1,080.00
3677	Bracknell Pest Control	Monthly site monitoring	£72.00
3678	Stevens Cleaning Services	Office cleaning	£58.80
3679	Helen & Douglas House	donation from Arts Week provision	£50.00
3680	Jason Mawer	Expenses incurred	£173.59
3681	Travor Hawes	holiday pay	undisclosed

c. Request for expenditure allocation

The Clerk circulated to members ahead of the meeting a paper requesting additional expenditure to be allocated. The committee agreed to recommend to council the additional staffing resource, but that this should be an overspend of budget at this stage.

F063. Grant Applications 2016/17

The committee considered a paper previously circulated by the Clerk detailing the grant applications for 2016/17. 28 applications were received in total and these were broken down into two groups, one, expenditure allowed under a statutory power, the second discretionary expenditure under s.137 of the Local Government Act.

The committee proposed the following be included in the budget for 2016/17, subject to resolution and approval by the full council at its January 2016 meeting.

Expenditure permitted under statutory provisions	requested	recommended
Keep Mobile – County Tours	£1,280	£150
Warfield Church	£1,500	£1,000
South Hill Park	£3,000	£0
Warfield Memorial Ground	£10,000	£7,500
Sub total	£15,780	£8,650
Expenditure permitted under section 137 LGA 1972	requested	recommended
Bracknell and District Citizens Advice	£2,500	£1,000
South East Berks Gang Show	£250	£150
Warfield Produce Show	£150	£150
Pilgrim Hearts Trust	£500	£150
Youthline Ltd	£1,400	£1,000
Samaritans of Bracknell, Wokingham, Ascot & Districts	£250	£150
Thames Valley Air Ambulance	£250	£150
Berkshire Vision	£120	£120
Cruse Bereavement Care	£250	£150
Earleywood Scout Campsite	£300	£150
Warfield Village Fete	£2,000	£1,500
Whitegrove Primary School	£799	£150
1st Warfield Scout Group	£2,100	£400
Bracknell & District Parkinson's Branch	£500	£150
Friends of Jealott's Hill Community Landshare	£202.58	£150.00
Bracknell Executive Job Club Ltd	£500	£0
Warfield Cricket Club	£405	£300
Home-Start Bracknell Forest	£500	£150
Berkshire Multiple Sclerosis Therapy Centre	£230	£150
Warfield Environment Group	£200	£200
Bracknell North Guides Association	£805	£800
Warfield Park Community Association	£1,500	£1,500
The Bracknell Forest Society	£100	£0
2nd Bracknell Scout Group	£800	£400
Sub total	£16,612	£9,020
TOTAL	£32,392	£17,670

F064. Budget setting 2016/17

The committee considered the first draft of the preliminary budget with precept prediction which had been circulated ahead of the meeting. The Clerk having reviewed the budget and precept arrangements advised members that he did not consider the practice of council holding and agreeing large parts of the budget at its November Precept meeting to be sound, as items agreed by resolution could not be changed. Instead he recommended to members that reviewing and adapting the preliminary budget at council meetings, ahead of final agreement at the January meeting, would be more appropriate and allow for estimates to be firmed up. The Committee agreed and asked the Clerk to cancel the meeting arranged for 18 November. The committee noted the preliminary budget paper.

F065. Vision document update

The Clerk updated members on the vision document following the difficulties experienced by the Environment Committee and the Planning & Transport Committee. The Clerk agreed to draft a statement for the next council meeting to consider.

F066. Items for Information

The Clerk advised members that the council had received a request for funding from Warfield Church to support its Christmas event at Whitegrove CC on Sunday 20 December. The Committee felt it could not make a direct financial contribution, instead it agreed that the Clerk could waive the hire fee for use of the centre.

F067. Date of next meeting

The date of the next meeting was noted as Thursday 10 December starting at 7.45pm.

F068. Closure of the meeting

There being no further business, the meeting was declared closed at 10.02pm