

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

Meeting held on **Thursday 10 November 2016** at **7.45 pm** in the Parish Office

Present:

Councillors Harrison (Chair), Dr Barnard, Mrs Barnard, Ms Healy and Jones

In attendance:

Jason Mawer, Parish Clerk

F179. Apologies for absence

Apologies for absences were received from Cllrs Fitzwilliams and Wilson.

F180. Declarations of interest and dispensations

Cllr Dr Barnard had a standing interest as a Borough and Town councillor, he also declared an interest as a trustee of Keep Mobile.

Cllr Ms Healy declared interests as a committee member of both the Warfield Village Fete and the Warfield Park Community Association.

Cllr Harrison declared an interest as Churchwarden of All Saints and St Marks who provide accommodation for Pilgrim Hearts.

F181. Minutes of the meeting of 6 October 2016

The minutes of the previous meeting were circulated to members ahead of the meeting. It was proposed by Cllr Harrison, seconded by Cllr Healy and RESOLVED to approve and adopt the minutes of the meeting of 6 October 2016.

F182. Matters arising from the last meeting

The Clerk advised members that he had supplied information regarding the Local Government settlement to the SLCC but had not made a formal submission on behalf of the council.

Cllr Ms Healy advised members that the Neighbourhood Plan sessions had been well attended with a good range of views expressed.

F183. Finance 2016/17

a. to consider the financial report to end of October 2016

The Clerk advised members that work was progressing on installing the new accounting system and therefore a monthly report was not available for the meeting.

b. *to approve payment of accounts tabled at the meeting*

The following accounts for payment were tabled at the meeting and approved for payment.

Cheque Payments

3976	Blunderbus Theatre Co.	Arts Week provision	£1,080.00
3977	Bracknell Forest Council	Waste collection & Whitegrove energy	£830.01
3978	Bracknell Pest Control	pest control	£72.00
3979	Bracknell Town Council	summer of fun contribution	£2,778.00
3980	In2Sport	Youth provision	£576.00
3981	Office Depot Ltd	Stationery & Arts Week materials	£257.93
3982	Paragon Fire Protection	fire alarm & emergency testing	£216.00
3983	Rialtas Business Solutions	new finance & booking software	£3,178.80
3984	Servio Ltd	heating call-out Whitegrove	£144.00
3985	Wokingham Borough Council	The Wren typesetting	£270.38
3986	RAP Industries	Art Week display equipment	£1,665.60
			<u>£11,068.72</u>

F184. Grants 2017/18

Details on the grant applications for 2017/18 were submitted to members ahead of the meeting. Members discussed each application and agreed to submit the following allocations to full council for approval as part of the budget setting process.

Grant Applications 2017/18 (expenditure permitted under statutory provisions)

Applicant	Grant requested	Grant recommendation	notes
Keep Mobile – Country Tours	£1,782	£500	-
Warfield Church	£1,200	£1000	-
South Hill Park Trust	£2,500	NIL	-
Warfield Memorial Ground	£10,000	£7,500 + £2,500	£7,500 awarded as annual grant with £2,500 to assist with essential maintenance

Grant Applications 2017/18 (expenditure permitted under section 137 of Local Government Act 1972)

Applicant	Grant requested	Grant recommendation	notes
Bracknell and District Citizens Advice	£2,750	£1,000	
South East Berks Gang Show	£200	£200	To cover costs of increased charges at South Hill Park
Warfield Produce Show	£150	£150	
Pilgrim Hearts Trust	£600	£150	
Youthline Ltd	£1,500	£1,000	
Thames Valley Air Ambulance	£200	£200	
Bracknell Shopmobility	£100	£50	
Berkshire Vision	£150	£150	
Cruse Bereavement Care	£250	£150	
Warfield Village Fete	£2,000	£1,500	Members expressed a desire to provide the Fete with 'in kind' support if possible to help reduce overheads.
1 st Warfield Scout Group	£1,000	£1,000	
Bracknell & District Parkinson's Branch	£500	NIL	
Friends of Jealott's Hill Community Landshare	£232.64	£250	
Bracknell Executive Job Club Ltd (Careers Springboard Bracknell)	£400	NIL	
Warfield Cricket Club	£325	£325	
Home-Start Bracknell Forest	£500	£150	
Berkshire Multiple Sclerosis Therapy Centre	£200	£150	
Warfield Environment Group	£200	£200	
Bracknell North Guides Association	£920	£920	

Warfield Park Community Association	£1,500	£1500	
St Paul's Child Contact Centre	£150	£150	

A late application was received from the Bracknell Cobras Basketball Club after papers for the meeting had been produced. Whilst members were sympathetic to

the aims of the bid they decided they could not consider the application as it had been submitted late.

F185. Budget 2017/18

The Clerk advised members that work on a draft budget had begun, but was not ready for circulation at this time. It would be circulated as soon as it was ready.

F186. Financial and booking software

The Clerk circulated to members proposals concerning the required upgrade of the IT hardware (cabling and data storage). Members agreed this work was required for the Parish Office to allow the full installation of the financial and booking software packages. The quote from BTS was accepted and it was proposed by Cllr Harrison and seconded by Cllr Ms Healy and RESOLVED to authorise the Clerk to commission the works to the price quoted of £ 1,689.00 + VAT.

F187. Items for Information

Having circulated revised text for the transfer of land documentation relating to the proposed SANG land and the use of the Frost Folly Car Park , members were in agreement that the legal documentation could be signed. Cllrs Harrison and Ms Healy signed on behalf of the Parish Council.

F188. Date of next meeting

The date of the next meeting was agreed as Thursday 8 December at 7.45pm.

F189. Closure of the meeting

The meeting was closed at 9:29pm