

Warfield Parish Council

FINANCE & GENERAL PURPOSES COMMITTEE

MINUTES OF THE MEETING

held on **Tuesday 24 July 2018** at **7.45pm** in the Parish Office

Present:

Councillors Wilson (Chair), Ms Dulieu and Fitzwilliams

In attendance:

Jason Mawer - Parish Clerk

F391. Apologies for absence

Apologies for absence were received from Cllrs Dr Barnard, Mrs Barnard, Harrison and Jones.

F392. Declarations of interest and dispensations

There were no declarations of interest or dispensations requested.

F393. Minutes of the meeting of 26 June 2018

The minutes of the meeting held on 26 June 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Wilson, seconded by Cllr Ms Dulieu and APPROVED by members present.

F394. Matters arising from the previous meeting

The review of the committees terms of reference would be brought to the September meeting. This would review the function of the committee.

F395. Financial report and accounts for payment

The financial report was circulated to members at the meeting. The Clerk was asked to review the lease for the Parish Office with regards to service charge provision. The Clerk was also asked to check the position with regards to the allocated budget for allotments.

Members asked the Clerk to bring information on the underlying debt position with regards to debtors.

The following accounts were approved for payment:

Cheque Payments			invoice total
4451	ABA (Construction) Ltd	play area inspection	£129.12
4452	Bracknell Forest Council	Whitegrove rent	£200.00
4453	BTS Ltd	office printing costs	£299.62

4454	Claire Connell	Internal audit fee	£232.50
4455	Servio Ltd	water heater replacement - Whitegrove	£1,683.02
4456	Wokingham Borough Council	wren printing	£237.58
4457		salary contributions	£906.98
4458	HMRC	NICS & PAYE	£697.93
4459	Berkshire Pension Fund	pension contributions	£564.69
			£4,951.44
Direct Debits / Standing Orders			
		salary contributions	£3,237.78
	NEST	pension contributions	£47.02
			£3,284.80

F396. Items for Information

The Clerk reminded members that the annual Summer of Fun event was taking place on Friday 27 July. The Clerk confirmed that Bracknell Town Council were collating the invoicing for suppliers and would bill the parish for their appropriate contribution.

F397. To confirm the date of the next meeting

The next meeting will take place at 7.45pm on Tuesday 7 August 2018.

F398. Closure of the meeting

There being no further business the meeting was closed at 8.34pm