

# MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

Meeting held on **Thursday 8 March 2018** at **7.45 pm** in the Parish Office

**Present:** Councillors Ms Healy (Chair), Fitzwilliams, Jones and Wilson

**In attendance:** Jason Mawer, Parish Clerk

*In the absence of Cllr Harrison, Cllr Ms Healy took the chair.*

## **F341. Apologies for absence**

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

## **F342. Declarations of interest and dispensations**

There were no declaration of interests made or dispensations requested.

## **F343. Minutes of the meeting of 8 February 2018**

The minutes of the previous meeting were circulated to members ahead of the meeting. It was proposed by Cllr Fitzwilliams, seconded by Cllr Wilson and RESOLVED by members present to approve and adopt the minutes of the meeting of 8 March 2018.

## **F344. Matters arising from the last meeting**

There were no matters arising.

## **F335. Finance 2017/18**

### *a. to consider the financial report to end of January 2017*

The Clerk tabled the draft financial report to the end of January 2018. The Clerk was asked to check the costs of the Wren which appeared lower than previous estimates.

Members noted the financial report.

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

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

<b>Cheque Payments</b>			invoice total
4348	ABA (Construction) Ltd	play area inspections	£104.16
4349	C I Harding	e-mail hosting	£180.00
4350	Bracknell Pest Control	pest control inspections	£72.00
4351	In 2 Sport	sports club provision	£288.00

4352	Rialtas Business Solutions	Allotment management software	£489.00
4353	SLCC Enterprises Ltd	training books	£36.62
4354	Jason Mawer	expenses	£122.20
4355	HMRC	PAYE & NICS	£624.71
4356	Berkshire Pension Fund	Pension contributions	£538.48
			£2,455.17

#### **F346. End of year arrangements**

The Clerk circulated a paper to members with an update of the likely position of some financial transactions that may not be completed before year end. Members raised queries on some of the items with the Clerk who explained the reasoning behind the carryover requirements.

Members noted the paper that would be taken to the March council meeting for approval.

#### **F347. Items for information**

The Clerk advised members that the caretaker was currently receiving a travel allowance of 30p per mile. Members agreed that this should increase to 45p per mile to reflect the short journeys involved with the role.

The Clerk advised members of an update received that morning from the Government regarding council investments. There was now a requirement for parish councils to produce an Investment Strategy where their investments were expected to be over £100,000 in any year (a change from £500,000). The Clerk explained that the council ideally should have a strategy in place for 1<sup>st</sup> April and presented to members a draft for review. A discussion took place around the wording within the draft and members agreed the strategy should go forward to full council.

An update was given on the Allotment land transfer, which had been held up to resolve issues regarding responsibility for the sustainable drainage installed under the site.

#### **F348. Date of next meeting**

The date of the next meeting was due to be on Thursday 12 April 2018 at 7.45pm, but this may clash with a proposed Neighbourhood Plan public session. In this eventuality an alternative date of Wednesday 11 April would be used/

#### **F349. Closure of the meeting**

The meeting was closed at 9.03pm