

Warfield Parish Council

FINANCE & GENERAL PURPOSES COMMITTEE

MINUTES OF THE MEETING

held on **Tuesday 27 November 2018** at **7.45 pm** in the Parish Office

Present:

Councillors Jones (Chair), Mrs Barnard, Ms Dulieu, Fitzwilliams and Harrison
Cllr Dr Barnard joined the meeting partway through.

In attendance:

Jason Mawer - Parish Clerk, one resident

In the absence of Cllr Wilson, Cllr Jones took the chair

F429. Apologies for absence

Apologies were received from Cllr Wilson.

F430. Declarations of interest and dispensations

A standing declaration for Cllr Dr Barnard as a borough and town councillor is recorded.

F431. Minutes of the meeting of 30 October 2018

The minutes of the meeting held on 30 October 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Harrison, seconded by Cllr Fitzwilliams and APPROVED by members present.

F432. Matters arising from the previous meeting

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

F433. Financial Report to end October 2018

The Financial Report to the end of October 2018 was circulated to members ahead of the meeting. The Clerk advised members that the council had received a contribution for Frost Folly car park that had been placed in the reserves. The Clerk would look at how this was displayed in the report.

The Clerk advised that he would be issuing invoices to Binfield and Winkfield Parish Councils for their share of the Sentinel purchase. Cllr Ms Dulieu told the Clerk that the NAG reserve should be used to contribute to the costs as it was set aside for speed awareness.

The Clerk reported to members that a request from the Neighbourhood Policing Team had been received for funding to install some speed awareness posters that local school children had drawn around local schools. Members agreed that the balance remaining from the budget could fund this.

Members noted the report.

F434. Budget 2019/20 update

The Clerk as Responsible Financial Officer updated members on budget setting for 2019/20.

Work on the budget was continuing. Large budget items would be discussed this evening and incorporated into the plans. The Clerk advised that the draft budget would be circulated ahead of the next committee meeting and a further update would be given at council.

Members noted the report.

F435. Grant Applications

The Clerk circulated a paper to members ahead of the meeting giving details of all the grant applications received for 2019/20.

Members considered each application and would make the following recommendations to full council.

Expenditure permitted under statutory provisions

Applicant	Grant requested	recommendation
Keep Mobile – County Tours	£1,635.00	£500.00
Warfield Church	£1,000.00	£1,000.00*
South Hill Park Trust	£1,000.00	£1,000.00
Warfield Memorial Ground	£10,000.00	£7,500.00
Total	£13,635.00	£10,000.00

*Members were advised by the Clerk that clarification was being sought from the church on their grant application. Members would review this at their next meeting.

Cllr Dr Barnard joined the meeting

Expenditure permitted under section 137 of the Local Government Act 1972

Applicant	Grant requested	recommendation
Bracknell and District Citizens Advice	£2,750.00	£1,000.00
South East Berks Gang Show	£250.00	£150.00
Warfield Produce Show	£150.00	£150.00
Pilgrim Hearts Trust	£500.00	£250.00
Youthline Ltd	£1,500.00	£1,250.00

Thames Valley Air Ambulance	£1,000.00	£500.00
Cruse Bereavement Care	£150.00	£150.00
Warfield Village Fete	£2,000.00	£2,000.00*
1 st Warfield Scout Group	£1,000.00	£1,000.00
Applicant continued	Grant requested	recommendation
Bracknell & District Parkinson's Branch	£500.00	£0.00
Friends of Jealott's Hill Community Landshare	£145.92	£145.92
Home-Start Bracknell Forest	£3,000.00	£1,000.00
Berkshire Multiple Sclerosis Therapy Centre	£300.00	£0.00
Warfield Environment Group	£164.00	£164.00*
Bracknell North Guides Association	£840.00	£840.00
Warfield Park Community Association	£1,500.00	£1,500.00
St Paul's Child Contact Centre	£150.00	£150.00
Whitegrove Primary School	£1,000.00	£500.00
Career Springboard Bracknell	£400.00	£150.00
Relate	£1,000.00	£500.00
Warfield Grow & Share	£200.00	£200.00
Total	£18,499.92	£9,435.92

*Members asked the Clerk to clarify details of the applications for Warfield Fete and Warfield Environment Group for consideration.

F436. Community hub work funding

The Clerk circulated to members a paper outlining the next phase of work required for the community hub. The development of a business plan for the hub is needed to help members understand the requirements and costs of running the hub so as to allow an informed decision to be made.

The paper proposed using the 'community facility' allocated reserve for this purpose. Members agreed that appointing appropriate consultants to advise the council was the right approach to take and would recommend releasing the funds for this purpose to council.

Members also agreed that a recommendation would be made to use £5,000 of the funds to commission concept drawings of the centre and for a wider communication of the project to residents in the new year.

F437. Accounts for payment

The following accounts were approved for payment:

Cheque Payments			invoice total
4530	Bracknell Pest Control	pest control inspections	£72.00
4531	Circle Cleaning Services	contract cleaning	£760.00
4532	In 2 Sport	youth provision	£288.00

4533	Ovenproud	oven cleaning Brownlow Hall	£80.00
4534	SLCC Enterprises	Clerks training seminar	£90.00
4535	undisclosed	payroll	£148.50
4536	HMRC	PAYE & NICS	£652.70
4537	Berkshire Pension Fund	pension contributions	£564.94
Total			£2,656.14

Direct Debits / Standing Orders

NEST	pension contributions	£47.02
various undisclosed	payroll	£3,943.48
Total		£3,990.50

F438. Items for Information

The Clerk updated members that initial works clearing the undergrowth at Frost Folly had been completed and a meeting with Harrow Estates was being arranged.

The Sentinel speed camera had been delivered and a meeting to discuss operations was being arranged.

F439. To confirm the date of the next meeting

The next meeting will take place at 7.45pm on Wednesday 19 December 2018.

F440. Exclusion of the public and press

Cllr Jones proposed "That under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media be excluded from the meeting due to the consideration of items of business of a confidential nature." The motion was seconded by Cllr Dr Barnard and **RESOLVED** by members present.

F441. Report and recommendations from the Staffing Committee

A report from the Staffing Committee was considered by members and the recommendations for council were approved. A decision on the recommendations will be made at full council.

F442. Closure of the meeting

There being no further business the meeting was closed at 8.45pm

