

CENTRAL SWINDON NORTH PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MEETING

Minutes of the meeting held at Pinetrees Community Centre, The Circle, Pinehurst, SN2 1QR
on Tuesday 2 November at 7.00pm.

- Present** Cllr Mick Lucas
Cllr John Ballman (via zoom)
Cllr Ray Ballman (via zoom)
Cllr Paul Exell
Cllr Dave Patey (Vice Chair)
Cllr Kevin Small (Chair)
Cllr James Yeowell
- Officers** Andrew Briggs (Estates Manager – via zoom)
Andy Reeves (Clerk)
Jodie Smart (Head of Finance & Governance – via zoom)
- Public** There was one member of the public present (representative of Rodbourne Cheney Residents Association) who made no representation at this point.
- FGP060** **Apologies**
Apologies were received from Cllr Paul Baker, Cllr Steph Exell and Cllr Javes Rodrigues.
- FGP061** **Declarations of Interest & Applications for Dispensation**
Cllr M Lucas declared a non-pecuniary interest in agenda item 4 as a Member of the Rodbourne Cheney Residents Association.

Cllr J Ballman declared an interest as Member of HBUF and the RSPB.
- FGP062** **Minutes of Previous Meetings**
The minutes of the Finance & General Purposes (F&GP) Committee meeting held on Tuesday 5th October 2021 were reviewed and approved as a correct record of the meetings.
- FGP063** **Grant Application**
Members considered a grant application from the Rodbourne Cheney Residents Association for a grant of £2,000.00.

RESOLVED to approve the grant application of £2,000.00 to Rodbourne Cheney Residents Association.

The representative of the Rodbourne Cheney Residents Association left the meeting.

Members considered a grant application from Plastic Free Swindon for a grant of £185.00.

RESOLVED to approve the grant application of £185.00 to Plastic Free Swindon.
- FGP064** **Transaction Logs – September 2021**
Members noted that the Government Procurement Card (GPC) transaction logs for September 2021 had been checked by Cllr P Exell.

Cllr P Exell noted that there was a fraudulent transaction on one of the statements which is currently under investigation by Barclaycard. There will be an update on this matter at a later meeting.

FGP065 **Budget Reports – September 2021**

Members noted the summary income and expenditure against budgets report to September 2021, a copy of which appears as Appendix A in the Minute Book.

FGP066 **Payments Lists**

Members noted the payment lists from September 2021, a copy of which appears as Appendix B in the Minute Book.

RESOLVED to approve the payment list from September 2021 totalling £92,144.02.

FGP067 **Ward Allowance Update**

Members noted the balances of Ward Allowances at 23 October 2021, a copy of which appears as Appendix C in the Minute Book.

FGP068 **Ward Allowance Requests**

Cllr J Ballman requested to use up to £600 of his Ward Allowance to fund tractor training for two HBUF volunteers.

Members discussed the timescale between approving the spend and taking the training which may result in an increase in fees charged.

RESOLVED that Cllr J Ballman may use up to £1,000.00 of his Ward Allowance to fund tractor training for two HBUF volunteers, to be paid to HBUF when proof of booking is produced.

Cllr J Ballman stated that some of the Ward Allowance for the Pinehurst Fun Day may soon be called upon. The Head of Finance & Governance confirmed that these funds had been agreed in the previous accounting year and were set aside in an Ear Marked Reserve.

FGP069 **Ear Marked Reserve Update**

Members noted balance of Ear Marked Reserves as at 30 September 2021, a copy of which appears as Appendix D in the Minute Book.

FGP070 **Quarter Two Budget Review**

Members noted the report of the Head of Finance & Governance regarding the quarter two budget review, a copy of which appears as Appendix E in the Minute Book.

Action: Head of Finance & Governance to bring a report to the December meeting, detailing how the budget can be brought into line before year-end, should the projection remain at an overspend at this time.

FGP071 **Conclusion of 2020/21 Audit**

Members noted the conclusion of external audit 2020/21, a copy of which appears as Appendix F in the Minute Book.

Action: Head of Finance & Governance circulate the definition of objectives E and G (referred to in the conclusion of audit) to all Committee members on 3 November 2021.

The meeting closed at 7.25pm

Signed.....

Date.....

Chair of the Council