

CENTRAL SWINDON NORTH PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MEETING

Minutes of the meeting held virtually via Zoom on 1 December 2020 at 7.00pm.

Present Cllr K Small (Chair)
Cllr M Lucas (Vice-chair)
Cllr J Ballman
Cllr R Ballman
Cllr P Exell
Cllr S Exell
Cllr S Henderson

Officers A Reeves (Clerk/RFO)
A Briggs (Estates Manager)
A Cripps (Libraries Manager)
J Smart (Head of Finance & Governance)

Also Present Cllr J Yeowell

Public None

305 **Apologies**

No apologies were received from Cllr J Rodrigues nor Cllr T Smith.

306 **Declarations of Interest & Applications for Dispensation**

Cllr J Ballman declared that he is a Trustee of the Hreod Burna Urban Forest and member of the RSPB.

307 **Minutes of the Previous Meeting**

The minutes of the Finance & General Purposes (F&GP) Committee meeting held on Tuesday 3 November 2020 were reviewed and approved as a correct record of the meeting.

Cllr S Exell entered the meeting at 7.02pm.

308 **Transaction Logs**

Members noted that the most recent Transaction Logs had been checked by Cllr S Exell and there were no anomalies to be raised.

309 **Budget - Report October 2020**

Members noted the summary income and expenditure against budgets report to October 2020, a copy of which appears as Appendix A in the Minute Book.

310 **Capital Expenditure Projects**

Members noted the report of the Head of Finance & Governance regarding capital expenditure per Ward to 31 March 2020, a copy of which appears as Appendix B in the Minute Book.

311 **Ward Allowance - Update**

Members noted the report of the Head of Finance & Governance regarding Ward Allowance spend for the previous and current financial years, a copy of which appears as Appendix C in the Minute Book.

Action: Head of Finance & Governance to send the report to all Members and request

that they respond to her if they believe that approved expenditure for the previous and current years has been omitted from the report. The report will then be reviewed at the next Finance & General Purposes Committee meeting.

312 **Ward Allowance**

Members considered a request from Cllr K Small to grant Even Swindon Community Centre (Charity Number 1006724) £4,000.00 to replenish Covid-19 impacted reserves to a safe level. The Parish Clerk has confirmed that this request adheres to the Councils Ward Allowance Procedure (January 2018).

Members **RESOLVED** to approve the request from Cllr K Small to grant Even Swindon Community Centre £4,000.00 to replenish Covid-19 impacted reserves to a safe level.

313 **Budget 2020/21**

Members noted a verbal update from the Head of Finance & Governance (HoF&G) regarding the 2021/22 budget setting process.

The HoF&G informed Members that she had now met (informally) with Committee Clerks and Chairs to discuss their budget requirements for 2020/21. Information has not yet been received from Swindon Borough Council to indicate what the tax base will be nor whether a Council Tax Support Grant has been allocated.

The Chair added that he would continue to work with the Officers to produce the budget by the end of January 2021. This will likely result in an additional Finance & General Purposes meeting in mid-January 2021, to enable it to make a recommendation to Full Council.

The meeting closed at 7.22pm

Signed.....

Date.....

Chair of the Finance & Staffing Committee