



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

FINANCIAL & GENERAL PURPOSES COMMITTEE MEETING MINUTES

Tuesday 5th September 2023 19.00

Present:

Councillors:

Cllr Dave Patey (Chair)
Cllr Kevin Small
Cllr Mick Lucas
Cllr James Yeowell
Cllr John Ballman

Clerk:

Mr Andy Reeves (Clerk)
Mr Andrew Briggs (Estate Manager)
Mrs Emma Till (Finance Manager)

Member of the Public Present: Ian Howard

Apologies

Cllr Paul Exell and Cllr Javes Rodrigues

		Action
FGP144	Declarations of Interest Cllr J Ballman declared an interest in Hreod Burna Urban Forest (HBuF), the Royal Society for the Protection of Birds (RSPB) and The Leisure & Library Trust.	
FGP145	Public Questions & Public Correspondence	

	None	
FGP146	Minutes of the Previous Meeting The Chair presented the minutes of the meeting held on the 4th July 2023 to be approved as a true and correct record. RESOLVED to approve the minutes of the meeting held on the 4th July 2023 as a true and accurate record.	
FGP147	Transaction Logs Cllr P Exell to confirm review of April 2023, May 2023, June 2023 and July 2023 transaction logs. Cllr P Exell unable to attend. The Chair asked if any other councillor would be willing to review the records, Cllr M Lucas offered to review the transaction logs for April 2023, May 2023, June 2023 and July 2023.	April 2023, May 2023, June 2023 and July 2023 to be noted at the next FGP.
FGP148	Budget Report To NOTE the summary of income and expenditure against the budget report for May 2023, June 2023 and July 2023. RESOLVED to NOTE the summary of income and expenditure against the budget report for May 2023, June 2023 and July 2023.	
FGP149	Payments Lists To APPROVE the payments lists for May 2023, June 2023 and July 2023. RESOLVED to APPROVE the payments lists for May 2023, June 2023 and July 2023.	
FGP150	Ear Marked Reserves To NOTE the balances of Ear Marked Reserves as at 31st July 2023. Cllr K Small queried how much underspend we had from 22/23 Ward Allowances, and that it be moved and shared between councillors for 23/24 allowance. RESOLVED to NOTE the balances of Ear Marked Reserves as at 31st July 2023.	Mrs Emma Till to calculate WA Underspend for 22/23 to transfer to 23/24 WA allowance.
FGP151	Ward Allowance Update To NOTE the current balances of Ward Allowances. RESOLVED to NOTE the current balances of Ward Allowances.	

	Cllr Steph Exell requests £1,000 of her Ward Allowance be used towards Artsite Limited mural fund. Members RESOLVED and APPROVED Cllr Steph Exell's request for £1,000 of her Ward Allowance to be used towards Artsite Limited mural fund. Cllr Dave Patey requests £1,000 of his Ward Allowance be used towards Gorse Hill Community Centre floor repair. Members RESOLVED and APPROVED Cllr Dave Patey's request for £1,000 of his Ward Allowance to be used towards Gorse Hill Community Centre floor repair.	
FGP152	Grant Requests Gorse Hill Community Centre have applied for £1,000 towards £3958.70 needed to repair the floor. Members RESOLVED and APPROVED Gorse Hill Community Centre's request for a £1,000 grant towards repairing the floor. Artsite Limited have applied for £1,000 towards the creation of a mural at Rodbourne. Members RESOLVED and APPROVED Artsite Limited's request for a £1,000 grant towards a mural. Arts and Humanities Research Council (on behalf of Pattern Church) have applied for £300 to remove green waste. Members RESOLVED and APPROVED Arts and Humanities Research Council request for a £300 grant to remove green waste.	
FGP153	Internal Audit Report 22/23 To NOTE the Internal Audit Report 22/23. Cllr K Small PROPOSED that it be NOTED that the council carries out a yearly review of all investments. As long as the Financial Institutions used maintain a AAA rating, we don't see there to be a potential risk to our assets. Cllr J Ballman seconded. Members RESOLVED and AGREED to Cllr K Small's proposal that it be noted that the council carries out a	

	yearly review of all investments. As long as the Financial Institutions used maintain a AAA rating, we don't see there to be a potential risk to our assets. Members RESOLVED to NOTE the Internal Audit Report 22/23.	
FGP154	Bad Debt Provision 22/23 To NOTE Bad Debt Provision set as part of the 22/23 year end. Members RESOLVED and NOTED the Bad Debt Provision set as part of the 22/23 year end.	A Bad Debt Provision policy to be created.
FGP155	Policy Review To REVIEW the following policies and procedures; a) Tree Planting Policy b) Records Management Policy c) Training Policy Cllr J Ballman noted about adjusting the Tree Planting Policy to consider climate change and the increase in temperature, and making sure trees planted reflect the change in climate. Cllr K Small requested that the Tree Planting Policy be taken to Full Council for adjustment and review. Members RESOLVED to ADOPT the Records Management Policy and Training Policy.	Tree Planting Policy to be taken to Full Council once adjusted.
FGP156	Co-option Appointment To Co-opt Cllr John Ballman as a member of the Finance & General Purposes Committee. Members RESOLVED to co-opt Cllr John Ballman as a member of the Finance & General Purposes Committee.	
Meeting Closed 19:43		

Signed.....

Date.....5/10/23