



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

FINANCIAL & GENERAL PURPOSES COMMITTEE MEETING MINUTES

Tuesday 5th December 2023 19.00

Present:	
Councillors:	Cllr Dave Patey (Chair) Cllr John Ballman Cllr Mick Lucas Cllr Kevin Small Cllr James Yeowell
Clerk:	Mr Andy Reeves (Clerk)
Officers:	Mr Andrew Briggs (Head of Operations-virtually)
Member of the Public Present: None	
Apologies	Cllr Paul Exell

		Action
FGP178	Declarations of Interest None	
FGP179	Public Questions & Public Correspondence None	
FGP180	Minutes of the Previous Meeting	

	The Chair presented the minutes of the meeting held on the 7th November 2023 to be approved as a true and accurate record. RESOLVED to approve the minutes of the meeting held on the 7th November 2023 as a true and accurate record.	
FGP181	Transaction Logs Cllr M Lucas to confirm review of October 2023 Transaction logs. RESOLVED: Cllr M Lucas confirmed the GPC transaction logs for October 2023.	
FGP182	Budget Report To NOTE the summary of income and expenditure against the budget report for October 2023. RESOLVED to NOTE the summary of income and expenditure against the budget report for October 2023. Cllr Kevin Small asked if we could have the new layout budget report, as agreed to at the previous meeting. The Chair explained that due to work commitments himself and the Finance Manager have not been able to produce it yet.	The Chair and Finance Manager to collaborate in the production of the new Budget layout.
FGP183	Payments Lists To APPROVE the payments lists for October 2023. RESOLVED to APPROVE the payments lists for October 2023. Cllr Dave Patey queried the situation with Barclays bank. The Clerk gave a verbal update on the situation and the issues The Parish have been experiencing. A discussion was held on the situation.	
FGP184	Ear Marked Reserves To NOTE the balances of Ear Marked Reserves as at 31st October 2023. RESOLVED to NOTE the balances of Ear Marked Reserves as at 31st October 2023. Cllr Kevin Small discussed the Xmas lights budget to be spent soon from EMR361.	All balances from completed EMR projects funded through Ward Allowances to be

	The Chair asked about the EMR 363 St Marks and is that the Green Flag status park. The Clerk informed the Chair it was. Cllr Kevin Small queried EMR 322 Election Reserve and the amount held there at this time. Cllr James Yeowell queried EMR 374 as the works have been completed. Cllr Kevin Small suggested that once a ward allowance funded EMR project has been completed, any remaining balance should be returned to the Councillors ward allowance and the EMR removed. The Chair PROPOSED that all remaining funds from EMR Ward Allowance spends be returned to their respective Councillors Ward Allowance on completion of the project. RESOLVED and AGREED that all remaining funds from EMR Ward Allowance spends be returned to their respective Councillors Ward Allowance balance on completion of the project.	returned to the respective councillors balances and the EMR's cleared.
FGP185	Ward Allowance Update To NOTE the current balances of Ward Allowances. RESOLVED to NOTE the current balances of Ward Allowances. Cllr Kevin Small PROPOSED to removed Cllr Steph Exell from the Ward Allowance list and any remaining Ward Allowance be held in reserve for any future Councillor who may be co-opted into her position before April 2024. RESOLVED to AGREE to remove Cllr Steph Exell from the Ward Allowance list and any remaining Ward Allowance be held in reserve for any future Councillor who may be co-opted into her position before April 2024.	
FGP186	Policy Review To REVIEW the following policies and procedures; a) Parish Minibus Policy b) Vendor Policy c) Financial Regulations Policy d) CIL & S106 Expenditure Policy	

	a) Councillors RESOLVED to ADOPT the Parish Minibus Policy. b) The Vendor Policy to be amended and taken to Full Council. c) The Financial Regulations Policy to be amended and taken to Full Council. d) CIL & S106 Expenditure Policy to be sent to the CIL working group to be reviewed and then brought to Full Council. Cllr Kevin Small queried why we are having to check GPC transactions and can we adjust the relevant policy to remove the need to do this in future. A discussion was held on this issue. The Chair PROPOSED that the Financial Regulations Policy be amended to require receipts only for purchases over £5.00 for GPC logs. RESOLVED and AGREED that the Financial Regulations Policy be amended to require receipts only for purchases over £5.00 for GPC logs.	
FGP187	Property & Asset Management Committee 24/25 Budget Requests To CONSIDER the proposed 24/25 Budget Requests. RESOLVED to CONSIDER the proposed 24/25 Budget Requests and they be sent to the Budget Review.	
FGP188	Leisure & Recreation Committee 24/25 Budget Requests To CONSIDER the proposed 24/25 Budget Requests. RESOLVED to CONSIDER the proposed 24/25 Budget Requests and they be sent to the Budget Review.	
FGP189	Community Development Committee 24/25 Budget Requests To CONSIDER the proposed 24/25 Budget Requests. RESOLVED to CONSIDER the proposed 24/25 Budget Requests and they be sent to the Budget Review.	
FGP190	Environment & Planning Committee 24/25 Budget Requests To CONSIDER the proposed 24/25 Budget Requests.	

	RESOLVED to CONSIDER the proposed 24/25 Budget Requests and they be sent to the Budget Review.	
FGP191	24/25 Corporate Budget Proposal To CONSIDER the proposed 24/25 Budget Proposal. The Clerk gave a verbal report on the consumer survey completed by residents in The Parish re future budget spending. Cllr John Ballman discussed the low participation numbers from the online poll and whether a paper freepost poll may gain higher participation numbers. A discussion was held on the subject. RESOLVED to CONSIDER the proposed 24/25 Budget Proposal. Cllr Kevin Small PROPOSED The Parish have an Extraordinary Financial & General Purposes Committee meeting on Tuesday 23rd January 2023 to look at the budget. RESOLVED to have an Extraordinary Financial & General Purposes Committee meeting on Tuesday 23rd January 2023 to look at the budget.	
	Meeting Closed 19:51	

Signed.....

Date.....2/1/24.....



