



## Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

### FINANCE & GENERAL PURPOSES COMMITTEE MEETING MINUTES

Tuesday 2nd January 2023 19.00

**Present:**

**Councillors:**

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

**Clerk:**

Mr Andy Reeves

**Officers:**

**Member of the Public Present:** none

Apologies

Cllr Paul Exell

|        |                                                                                                                                                                                                                                                                                 | Action |
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| FGP192 | <b>Declarations of Interest</b><br>Cllr J Ballman declared a non-pecuniary interest in the Hreod Burna Urban Forest (HBuF), the Royal Society for the Protection of Birds (RSPB) and The Leisure & Library Trust.<br><br>Councillors <b>NOTED</b> the declarations of interest. |        |

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| FGP193 | <b>Public Questions &amp; Public Correspondence</b><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| FGP194 | <b>Minutes of the Previous Meeting</b><br>The Chair presented the minutes of the meeting held on the 5 <sup>th</sup> of December 2023 to be approved as a true and accurate record.<br><br><b>RESOLVED</b> to approve the minutes of the meeting held on the 5 <sup>th</sup> of December 2023 as a true and accurate record.<br><br>Cllr James Yeowell asked if the new budget layout had been completed.<br><br>Mr Andy Reeves explained that the Finance Manager, Cllr Kevin Small and Paul Smith (The Head of Exchequer) have met just before Christmas and have met with Cllr Mick Lucas and Cllr Kevin Small today to update them on the new layout. Preceding next month Councillors will receive the new layout. |  |
| FGP195 | <b>Transaction Logs</b><br>Cllr M Lucas to confirm review of November 2023 Transaction logs.<br><br><b>RESOLVED:</b> Cllr M Lucas confirmed the GPC transaction logs for November 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| FGP196 | <b>Budget Report</b><br>To <b>NOTE</b> the summary of income and expenditure against the budget report for November 2023.<br><br><b>RESOLVED</b> to <b>NOTE</b> the summary of income and expenditure against the budget report for November 2023.<br><br>Mr Andy Reeves gave an update on the Barclays bank situation and a discussion was held.                                                                                                                                                                                                                                                                                                                                                                       |  |
| FGP197 | <b>Payments Lists</b><br>To <b>APPROVE</b> the payments lists for November 2023.<br><br><b>RESOLVED</b> to <b>APPROVE</b> the payments lists for November 2023.<br><br>Cllr D Patey queried the Idverde duplicate payment.<br><br>Mr Andy Reeves explained what it is for and how Mrs E Tills had sent the explanation for through today.                                                                                                                                                                                                                                                                                                                                                                               |  |



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| FGP<br>198 | <p><b>Ear Marked Reserves</b><br/>To <b>NOTE</b> the £20,000 transfer from EMR331 Inclusive Accessibility to Cost Centre 210 Play Areas.</p> <p><b>RESOLVED</b> to <b>NOTE</b> the £20,000 transfer from EMR331 Inclusive Accessibility to Cost Centre 210 Play Areas.</p> <p>To <b>NOTE</b> the balances of Ear Marked Reserves as at 30<sup>th</sup> November 2023.</p> <p><b>RESOLVED</b> to <b>NOTE</b> the balances of Ear Marked Reserves as at 30<sup>th</sup> November 2023.</p> <p>The Chair asked that EMR329 Parish Minibus remaining balance to returned to Community Development, and EMR359 GH CC Exterior Improvements balance be looked at for supporting Gorse Hill for their floor repairs.</p>                                                                                                                                                                                  |                          |
| FGP<br>199 | <p><b>Ward Allowance Update</b><br/>To <b>NOTE</b> the current balances of Ward Allowances.</p> <p><b>RESOLVED</b> to <b>NOTE</b> the current balances of Ward Allowances.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |
| FGP200     | <p><b>Moredon Marketing and Branding</b><br/>The Chair <b>PROPOSED</b> to the Councillors the inclusion of the Moredon marketing and branding proposal to be added at this point to the agenda for an application of funding.</p> <p>Councillors <b>AGREED</b> to the Moredon marketing and branding proposal being added.</p> <p>Mr Andy Reeves presented a report on the Moredon marketing and branding funding needed and asked for councillors to agree to The Parish using £9,562.50 to be taken from additional income from football. Any remaining funding needed will come from General Reserves, and another proposal will be brought to council if General Reserves funds are needed.</p> <p>A discussion was held.</p> <p><b>RESOLVED</b> to <b>APPROVE</b> The Parish spending £9,562.50 from football income to fund the Moredon Marketing and Branding being supplied by Skylab.</p> |                          |
| FGP201     | <b>Policy Review</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | The Clerk to prepare the |



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|        | <p>To <b>REVIEW</b> and <b>ADOPT</b> the following policies and procedures;</p> <ul style="list-style-type: none"> <li>a) Terms of Reference and Delegation Scheme</li> <li>b) Complaints Procedure</li> <li>c) Press &amp; Media Policy</li> <li>d) General Data Protection Policy</li> </ul> <p>a) Councillors <b>RESOLVED</b> to <b>ADOPT</b> the Terms of Reference and Delegation Scheme.</p> <p>b) Councillors <b>RESOLVED</b> to <b>ADOPT</b> the Complaints Procedure.</p> <p>c) Councillors <b>RESOLVED</b> to <b>ADOPT</b> the Press &amp; Media Policy.</p> <p>d) The Councillors <b>RESOLVED</b> to <b>ADOPT</b> the General Data Protection Policy.</p> <p>A discussion was held about the Safeguarding policy and whether councillors needed to do safeguarding training.</p> <p>Mr A Reeves agreed to prioritise the Safeguarding policy and bring it to the next FGP in February.</p> | Safeguarding Policy for review and adoption at the next FGP in February. |
| FGP202 | <p><b>24/25 Budget Review</b></p> <p>To <b>REVIEW</b> and <b>CONSIDER</b> the 24/25 Budget Recommendations.</p> <p>The Clerk explained about the Extraordinary Finance &amp; General Purposes committee meeting to be held on Tuesday the 23<sup>rd</sup> January 2024 and the 24/25 budget timeline remaining.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                          |
|        | <b>Meeting Closed 20:03</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                          |

Signed.....

Date.....6/2/24