



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

FINANCE & GENERAL PURPOSES COMMITTEE MEETING MINUTES

Tuesday 5th March 2024 19.00

Present:	
Councillors:	Cllr Dave Patey (Chair) Cllr Mick Lucas (Vice Chair) Cllr John Ballman Cllr Paul Park Cllr Kevin Small Cllr James Yeowell
Clerk:	Mr Andrew Briggs Mr Andy Reeves (virtually)
Member of the Public Present: Siobhan Vaughan	
Apologies	Cllr Paul Exell (dispensation) Cllr Javes Rodrigues

		Action
FGP212	Declarations of Interest 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. Councillors NOTED the declarations of interest.	

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FGP213	Public Questions & Public Correspondence None	
FGP214	Minutes of the Previous Meeting The Chair presented the minutes of the meeting held on the 6 th February 2024 to be approved as a true and accurate record. RESOLVED to APPROVE the minutes of the meeting held on the 6 th February 2024 as a true and accurate record.	
FGP215	Transaction Logs Cllr M Lucas to confirm review of January 2024 (£2,941.95) Transaction logs. Cllr M Lucas asked why the receipts for December 2023 are counted as January 2024 logs. Cllr K Small explained it was due to previous Councils decision making. Cllr K Small asked that a report be presented at the next FGP explaining why we report transaction logs as we do, and give options so councillors don't have to sign off all payments on the transaction log. RESOLVED: Cllr M Lucas confirmed the GPC transaction logs for January 2024.	Report be presented re why we report transaction logs as we do at present, and options to reduce transaction log management by councillors.
FGP216	Budget Report & Forecast To NOTE the summary of income and expenditure and Forecast against the budget report for January 2024. RESOLVED to NOTE the summary of income and expenditure and Forecast against the budget report for January 2024.	
FGP217	Payments List To APPROVE the payments list for January 2024. RESOLVED to APPROVE the payments lists for January 2024.	
FGP218	Ear Marked Reserves To NOTE the balances of Ear Marked Reserves as at 31 st January 2024. Cllr D Patey asked about the Pop-Up Shop EMR. Is it both Pop-Up Shops, or just Pinetrees funds.	



	Mr A Briggs responding, stating this would be looked into and confirmed following meeting. Cllr K Small asked about EMR388 and why it was still there as no money was available so none should have been put in an EMR. Mr A Briggs responding, stating this would be looked into and confirmed next meeting. Cllr Kevin Small requested the item to be included as an addendum to the minutes and brought to March Full Council Committee. RESOLVED Councillors AGREED to add as an addendum and brought to March Full Council. Cllr J Ballman asked about EMR363 and what it is for. Mr A Briggs explained that it was Cllr Ray Ballman's Ward Allowance for 23/24 towards tree planting at St Marks. Cllr J Ballman asked if the money could be used towards any enhancement at St Marks as the trees were being funded from a grant now. Councillors AGREED that this would be acceptable. Cllr J Ballman asked which EMR the £1,000 towards bollards at St Marks was that Cllr R Ballman had requested in the past. Mr A Briggs explained he would investigate and get back to Councillors. Cllr J Ballman asked about EMR385 and would it be included in the grant funding project. Mr A Briggs explained it was too early in the project to know if the money would be needed. Cllr M Lucas asked about EMR333 and would it be transferred. Cllr K Small asked that a proposal for the transfer and usage be presented at next month's FGP.	
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	RESOLVED to NOTE the balances of Ear Marked Reserves as at 31 st January 2024.	
FGP219	Ward Allowance Update To NOTE the current balances of Ward Allowances. RESOLVED to NOTE the current balances of Ward Allowances. Councillors to APPROVE the following recommendations; i. Cllr Javes Rodrigues' Ward Allowance be ringfenced in an EMR until a decision/approval is made on what it is spent on ii. The FGP Committee consider the request be taken for discussion and decision at the March Full Council, as to allow Cllr Javes Rodrigues to attend and respond to concerns. Councillors RESOLVED and APPROVED recommendations i and ii. Cllr Anna Fernandes requests up to £3,000 of her Ward Allowance be used to purchase two 10' x 10' quality gazebos for use by Ferndale Church Group and any other community group within the parish. Councillors RESOLVED and APPROVED Cllr Ana Fernandes' request for up to £3,000 of her Ward Allowance to be used to purchase two 10' x 10' gazebos, or one larger gazebo, for use by Ferndale Church Group and any other community group within the parish. Cllr John Ballman, on behalf of Cllr Ray Ballman, requested that £1,600 be taken from EMR363 that was originally Cllr Ray Ballman's Ward Allowance request towards tree planting at St Marks, but is no longer required, be used towards security measures at St Marks toilets. Councillors RESOLVED and APPROVED Cllr Ray Ballman's request to move £1,600 from EMR363 to be used towards security measures at St Marks toilets. Cllr James Yeowell requests £3,201 of his Ward Allowance be moved to EMR386 Ferndale Play Area. Councillors RESOLVED and APPROVED Cllr James Yeowells request to move £3,201 of his Ward Allowance to EMR386 Ferndale Play Area.	

FGP220	Grant Requests Balance of Grant Fund £7,894.00. Balance of Grant Fund NOTED. Ready Steady Sensory have applied for £2,053.78 towards specialist sensory toys, to be purchased by CSNPC, and used at the Pinetrees building for the SENDS baby and toddler group held there. Councillors RESOLVED and APPROVED Ready Steady Sensory request for a £2,000.00 grant towards specialist sensory toys.	
FGP221	Election of a Vice Chair To APPROVE the election of Cllr Mick Lucas as temporary Vice Chair of the Financial & General Purposes Committee. RESOLVED to APPROVE the election of Cllr Mick Lucas as temporary Vice Chair of the Financial & General Purposes Committee.	
FGP222	Leisure & Recreation Councillors to APPROVE a reallocating of budget underspends to 24/25 Budget. 1) Ringfenced Allotment Income. 2) Green Flag Budget 3) Parks Budget RESOLVED Councillors APPROVED to reallocate; 1) Ringfenced Allotment Income 2) £700 of the Green Flag Budget 3) £2,000 of any underspend from the Parks Budget	
FGP223	Property & Assets Management Councillors to APPROVE PAM058 from the Property & Assets Management Committee meeting on the 12th February 2024. i. The requirement of a project manager at a cost of £70,000 over two years, to be funded from the planned Capital Works Loan.	

	RESOLVED to APPROVE PAM058 from the Property & Assets Management Committee meeting on the 12th February 2024. i. The requirement of a project manager at a cost of £70,000 over two years, to be funded from the planned Capital Works Loan. Councillors NOTED that this would cover management of both the buildings and Play Area renovations.	
FGP224	Defibrillator Funding To AGREE match funding for defibrillators. Cllr K Small proposed that £1,500 from the grants budget be used towards the purchase of two defibrillators, one at Pinetrees and one at JMH. RESOLVED Councillors APPROVED £1,500 from the grants budget be used towards the purchase of two defibrillators, one at Pinetrees and one at JMH.	
FGP225	Policy Review To REVIEW and APPROVE the following policies and procedures; a) Freestanding Planter Policy b) Parks & Open Spaces Policy c) Investment Strategy & Policy d) Volunteer Policy e) Standing Orders a) Councillors RESOLVED to ADOPT Freestanding Planter Policy. b) Councillors RESOLVED to ADOPT Parks & Open Spaces Policy. c) Councillors RESOLVED to ADOPT Investment Strategy & Policy. d) The Volunteer Policy to be amended and taken to Full Council. e) Councillors RESOLVED to ADOPT Standing Orders.	Update details in Volunteer Policy and present for Adoption to FC March 2024.
Meeting Closed 20:22		

Signed.....

Date.....