



Parish Council
Central Swindon North Parish Council
Pinetrees Community Centre,
The Circle,
SWINDON SN2 1QR

FINANCE & GENERAL PURPOSES COMMITTEE MEETING MINUTES

Tuesday 3rd December 2024 19.00

Present:

Councillors:

Cllr Dave Patey (Chair)
Cllr Mick Lucas (Vice Chair)
Cllr Paul Exell
Cllr Ana Fernandes (virtually)
Cllr Muhammad Khan
Cllr Kevin Small
Cllr James Yeowell

Clerk:

Mr Andy Reeves

Officers:

Mr Andrew Briggs

Member of the Public Present: Mike Ware (Idverde)(virtually)

Apologies

Cllr John Ballman

		Action
FGP314	Declarations of Interest None	
FGP315	Public Questions & Public Correspondence None	

FGP316	Minutes of the Previous Meeting The Chair presented the minutes of the meeting held on the 5th November 2024 to be approved as a true and accurate record. RESOLVED to APPROVE the minutes of the meeting held on the 5th November 2024 as a true and accurate record. Cllr Paul Exell requested to join the Finance & General Planning Committee. RESOLVED Councillors APPROVED Cllr Paul Exell request to join the Finance & General Purposes Committee.	
FGP317	Grounds Maintenance Update Mr M Ware from Idverde presented a written report. See Appendix 1. Cllr D Patey asked when grass cutting would start again next year. Mr M Ware stated it would be around mid March. Cllr D Patey asked about moss and could it be cleared also. Mr M Ware replied yes it could be done. RESOLVED Councillor NOTED the Grounds Maintenance Update. Mr Mike Ware left the meeting.	
FGP318	Transaction Logs Cllr M Lucas to confirm review of October 2024 (£13,162.84) Transaction logs. RESOLVED: Cllr M Lucas confirmed the GPC transaction logs for October 2024.	
FGP319	Budget Report & Forecast To NOTE the summary of income and expenditure and Forecast against the budget report for October 2024. Cllr K Small asked when we would receive the newer layout for the budget report.	

	Mr A Reeves asked that the SBC formulas were sent through again for the Finance Manager to look into. Cllr K Small explained he would like to see what the forecast overspend would be so work can be done to mitigate this at year end. Mr A Reeves explained that the algorithm doesn't take the Parishes irregular income and expenditure into account and the individual Managers would need to provide forecasts for their budget lines. He mentioned he would talk to the Finance Manager about adding the forecast section. RESOLVED to NOTE the summary of income and expenditure and Forecast against the budget report for October 2024.	
FGP320	Debtor List To REVIEW the Debtor list for October 2024. RESOLVED to NOTE the Debtor list for October 2024.	
FGP321	Ear Marked Reserves To NOTE the balances of Ear Marked Reserves as of 30th November 2024. Councillors discussed the EMR's. RESOLVED to NOTE the balances of Ear Marked Reserves as at 30th November 2024.	
FGP322	Ward Allowance Update To NOTE the current balances of Ward Allowances. RESOLVED to NOTE the current balances of Ward Allowances. Cllr Ana Fernandes request £500.00 from her Ward Allowance towards maintenance of All Saints Hall in Ferndale. RESOLVED to APPROVE Cllr Ana Fernandes request for £500.00 from her Ward Allowance towards maintenance of All Saints Hall in Ferndale. Cllr Joy Grotzinger & Cllr Vanessa Bentley request £500.00 each from their Ward Allowance towards bulb planting at St Marks.	

	RESOLVED to APPROVE Cllr Joy Grotzinger & Cllr Vanessa Bentley request for £500.00 each from their Ward Allowance for bulb planting.	
FGP323	Grant Requests Balance of Grant Fund £10,268.00 Balance of Grant Fund NOTED. ATB Shop have applied for £1,500.00 towards providing a warm space and activities for Parish children during the colder months. Mr A Reeves presented ATB Shop grant request. Cllr D Patey proposed that £1,000.00 of the request to come from the grant funding and the remaining £500.00 be funded from his Ward Allowance. Cllr K Small 2nd the proposal. RESOLVED Councillors APPROVED ATB Shop grant request for £1,500.00. £1,000.00 to come from the grant funding and £500.00 from Cllr D Patey Ward Allowance.	
FGP324	Policy Review To REVIEW and APPROVE the following policies and procedures; a) Terms of Reference & Delegation Scheme b) Complaints Procedure c) Press & Media Policy a) Councillors RESOLVED to ADOPT the Terms of Reference & Delegation Scheme. b) Councillors RESOLVED to ADOPT the Complaints Procedure. c) Councillors RESOLVED to ADOPT the Press & Media Policy.	
FGP325	Adoption of Advertising & Sponsorship Policy Mr A Briggs presented an update on the new policy. Mr A Reeves explained the possibility of using the roundabouts as a potential source of income. He noted	

	that currently SBC receive the income from sponsorship, but the Parish carry the burden of maintenance. A discussion was held on ideas around sponsorship. Cllr P Exell mentioned it may be useful to place the sizing on the application form. Cllr M Lucas mentioned different rates for different locations. A discussion was held about certain sponsorship at relevant sites to reach a targeted audience. RESOLVED Councillors ADOPT the Advertising & Sponsorship Policy with the discussed amendments.	
FGP326	Pinetrees Roof Repair Quote Mr A Briggs presented a report. Cllr D Patey asked does the repair need doing now or can it wait. Mr A Briggs explained it does need doing now as it is creating further damages. Cllr K Small proposed that the works to repair PTCC roof proceed, with money allocated to the Maintenance budget from the Public Works Loan to cover the cost. That a reduction of the final amount be attributed to the PWL budget code once received. RESOLVED Councillors APPROVED the works to repair PTCC roof proceed, with money allocated to the Maintenance budget from the Public Works Loan to cover the cost. That a reduction of the final amount be attributed to the PWL budget code once received.	
FGP327	Penhill Mechanical Works Mr A Briggs presented an update. RESOLVED Councillors NOTED the update.	
FGP328	Salix Phase 4 Public Sector Decarbonisation Application Mr A Briggs presented an update. Mr A Reeves recommended that an EMR of £100,000 be set up once the Capital Works Loan is approved which	

	will be specifically for the Parishes contribution to the work. Councillors discussed the need to get the work done and the help this funding would have towards it. RESOLVED Councillors NOTED the update.	
	Meeting Closed 20:06	

Signed.....

Date.....