Parish Council

**Central Swindon North Parish Council**

**Pinetrees Community Centre,**

**The Circle,**

**SWINDON SN2 1QR**

# FINANCE & GENERAL PURPOSES COMMITTEE MEETING MINUTES

**Tuesday 5th August 2025 19.15**

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| **Present:** | |
| **Councillors:** | Cllr Dave Patey (Chair)<br>Cllr Mick Lucas (Vice Chair)<br>Cllr Paul Exell<br>Cllr Muhammad Khan<br>Cllr Javes Rodrigues<br>Cllr James Yeowell<br>Cllr Kevin Small |
| **Clerk:** | Mr Andy Reeves |
| **Officers:** | Mr Andrew Briggs<br>Ms Emma Till |
| **Member of the Public Present:** | |
| **Apologies** | Cllr John Ballman |

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| FGP437 | **Declarations of Interest**<br>Cllr Mick Lucas declared an interest in the Library & Leisure Trust.<br><br>**RESOLVED** to **NOTE** the Declarations of Interest. | |
| FGP438 | **Public Questions & Public Correspondence**<br>None | |
| FGP439 | **Minutes of the Previous Meeting**<br>The Chair presented the minutes of the meeting held on the 1st July 2025 to be approved as a true and accurate record.<br><br>**RESOLVED** to **APPROVE** the minutes of the meeting held on the 1st July 2025 as a true and accurate record. | |
| FGP440 | **Grounds Maintenance Update**<br>FGP Chair provided a brief overview of the report provided by Mr M Ware.<br><br>See Appendix 1.<br><br>**RESOLVED** to **NOTE** the Grounds Maintenance Update. | |
| FGP441 | **Transaction Logs**<br>Cllr M Lucas and Cllr D Patey to confirm review of June 2025 transaction logs. (£11,194.23)<br><br>**RESOLVED:** Cllr M Lucas and Cllr D Patey confirmed the GPC transaction logs for June 2025. (£11,194.23) | |
| FGP442 | **Budget Report & Forecast**<br>To **NOTE** the summary of income and expenditure and Forecast against the budget report for June 2025.<br><br>Cllr D Patey asked about the extra £70,000 assigned to L&R code 200.<br><br>Ms E Till explained that it was the Idverde contract which is being moved to code 100. The miscoding has been journalled; however, the report didn't update properly an officer will raise the issue with the software provider to correct. | |

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| | **RESOLVED** to **NOTE** the summary of income and expenditure and Forecast against the budget report for June 2025. | |
| FGP443 | **Payments List**<br>To **REVIEW** and **APPROVE** June 2025 Payments List.<br><br>**RESOLVED** to **APPROVE** June 2025 Payments List. | |
| FGP444 | **Debtor List**<br>To **REVIEW** the Debtor lists for June 2025.<br><br>Councillors raised a couple of queries on the debtors that should be paying monthly, but the payments haven't been received. Finance admin to investigate and chase.<br><br>**RESOLVED** to **NOTE** the Debtor lists for June 2025. | |
| FGP445 | **Ear Marked Reserves**<br>To **NOTE** the balances of Ear Marked Reserves as of 30th June 2025.<br><br>Cllr K Small proposed to rename the EMRs to include the Cllrs initials, from whose ward allowances the funds are coming from.<br><br>**RESOLVED** to **NOTE** the balances of Ear Marked Reserves as at 30th June 2025. | |
| FGP446 | **Ward Allowance Update**<br>To **NOTE** the current balances of Ward Allowances.<br><br>**RESOLVED** Councillors **NOTED** the Ward Allowance balances.<br><br>Cllr John Ballman requests £1,000.00 of his Ward Allowance be used for the Pop-Up Shop.<br><br>**RESOLVED** to **APPROVED** Cllr John Ballman request for £1,000.00 of his Ward Allowance be used for the Pop-Up Shop.<br><br>Cllr Dave Patey requests £500.00 of his Ward Allowance be used for the Pop-Up Shop.<br><br>**RESOLVED** to **APPROVED** Cllr Dave Patey request for £500.00 of his Ward Allowance be used for the Pop-Up Shop. | |

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| | Cllr Javes Rodrigues requests £2,000 of is Ward Allowance be used for the Pop-Up Shop.<br><br>**RESOLVED** to **APPROVED** Cllr Javes Rodrigues request for £2,000.00 of his Ward Allowance be used for the Pop-Up Shop. | |
| FGP447 | **Grant Requests**<br>Balance of Grant Fund £12,000.00<br><br>**RESOLVED** Balance of Grant Fund **NOTED**. | |
| FGP448 | **Policy Review**<br>None to be reviewed. | |
| FGP449 | **PWLB Working Group Note 15/07/2025**<br>To **NOTE** PWLB Working Group Note 15/07/2025.<br><br>**RESOLVED** to **NOTE** the PWLB Working Group Note 15/07/2025. | |
| FGP450 | **Tree Survey**<br>To **REVIEW** and **APPROVE** tree survey contract and costs.<br><br>Cllr D Patey proposed the four quotes, totalling £4,172.40 (net £3,477.00), be approved and funded from the Maintenance Compliance budget line.<br><br>**RESOLVED** to **APPROVE** the four quotes, totalling £4,172.40 (net £3,477.00), be approved and funded from the Maintenance Compliance budget line. | |
| FGP451 | **Pitch Top Dressing at MSH**<br>To **REVIEW** and **APPROVE** a quote for works.<br><br>**RESOLVED** Councillors **APPROVED** Quote from S Merrett Services Ltd – value £16,802.60. | |
| FGP452 | **Actions Noted**<br>To **NOTE** actions.<br><br>**RESOLVED** Councillors **NOTED** the Actions Noted list. | |
| | **Meeting Closed 20:10** | |

Signed........................................ Date 24/9/25