

Washingborough Parish Council

Minutes of the Finance and General Purposes Committee Meeting held in the Community Centre Small Hall on Monday 12th July 2021 at 2pm.

Present: Councillor Mrs L Simons (Chairman) Councillor Mrs J Aspinall
Councillor Mrs B Bland Councillor D Fothergill
Councillor G Kent Councillor P Scigala
Clerk, Miss K Broddle

In Attendance: None

09. APOLOGIES, DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION:

- a. APOLOGIES: none received
- b. DECLARATIONS OF INTEREST: were received from Cllr Mrs Bland regarding item 19
- c. APPLICATIONS FOR DISPENSATION: no applications

10. **NOTES OF THE PREVIOUS MEETING held on the 12th April 2021** had previously been circulated and were resolved for signature as the Minutes.

11. MATTERS OUTSTANDING:

- a. The tree work on the playing fields and around the Community Centre has been completed and the invoice paid.
- b. The wild flower planting of the Car Dyke field will take place in the autumn.

12. REVIEW COUNCILS RISK ASSESSMENT:

The Risk Register was reviewed with no amendments

13. FINANCIAL STATEMENTS:

The first quarter financial statements were discussed and advised that the percentage spend was 25%, which is within the projected full year spend.

14. UPDATE TO COUNCILS GRANT POLICY:

The recommendation is for the grant scheme to run from 1st June to 1st December each year. No application will be accepted or considered outside of these dates. All applications must adhere to the terms and conditions stated on the application form. The application form will be updated to reflect these updates.

15. INTERNAL AUDITORS REPORT:

- a. Bank Reconciliation – the first quarter bank reconciliation was accepted by the Committee.
- b. Accounting Software System – three companies who provide purpose-built systems for Parish/Town Councils were considered and the recommendation will be to accept the quote and system from Scribe Accounts.

16. ADDITIONAL BANK ACCOUNT:

To ensure that the Council do not exceed the Financial Services Compensation Scheme, it was proposed, seconded and resolved that a new bank/building society account be investigated and opened as soon as possible.

17. YOUTH CLUB:

It will be recommended to Council that the Youth Club re-start in the Pavilion from September at a cost of £4000 for the 12 months from September and that a risk assessment be requested from the leader prior to this.

18. QUOTES FOR WORK TO TREES:

It was proposed, seconded and resolved to seek quotes for the first year (Village Green and Penfold) of the three-year cycle of work to trees and compare the quotes so that consideration can be given to the following two years of tree work.

19. WORKING PARTY FOR TARIFFS FOR THE RENTAL OF SPORTING FACILITIES:

Following a change in personnel to the Committee and the update to the Terms of Reference regarding working parties, a new party was set up to discuss tariffs for the financial year April 2022 – March 2023. The members of the working party are: Cllrs Simons, Aspinall, Kent and Scigala, who will meet on 9th August, to agree a recommendation for the tariffs.

20. PAY INCREASE OFFER TO LOCAL AUTHORITY EMPLOYEES:

It was advised that the pay increase offer was 1.5% but this has not yet been resolved.

Under the Public Bodies (Admission to Meetings) Act 1960, Councillors resolved to move into closed session for the following items: NONE

There being no further business the meeting closed at 3.05pm

SIGNED

DATE