

Minutes of the meeting of the Finance & General Purposes Committee**Held on 4th Feb 2013 at 7.30 pm in the Bush Room****Present:** - Cllrs. Cllr Terry Hunt (TH) (Chairman), John Cutland (JC), Bernard Willcox (BW), Phil Squires (PS), Marcus Fry (MF), Brian Lee (BL)

Bob Phillips (Clerk),

1. Apologies accepted for Absence

Cllrs. Hannah Richmond (HR),

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

Cllr Brian Lee is the Treasurer of the Jubilee Hall Management Committee and a trustee of the Jubilee Hall Charity.

5. Minutes of meetings held on 7th Jan 2013 and Matters Arising**Resolved:** The Minutes of the meetings held on 7th Jan 2013 were approved and signed by the Chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. ***F120806-4 to seek an informal view of the process and cost for a possible extension of the Youth Centre car park lease. Action to Clerk***

The Clerk presented a report on an informal discussion he held with Mrs J Rimmer of Sims, Cook & Teague where five options for actions were discussed.

After consideration of all the options, the committee felt that a meeting should be arranged between the Council and members of the JHMC to explore what would be the most appropriate option to take. Several points were made including:

- Question the justification of any expenditure just to maintain the status quo. It seems to be purely an exercise of costs to both the Council and the JHMC.
- The YC Car Park is a community asset, it currently costs very little to run but some organisation must assume responsibility.
- The lead group in this issue is the JHMC and we must await their consideration.

Action Closed

F130204-1 to establish the role of the Parish Council as "Custodian Trustees" to the Jubilee Hall Charity. Action to Clerk5.2.2. ***F121105-1 to construct a detailed plan for the loss of personnel to perform key tasks. Action to Clerk***

Ongoing (4/2/13)

6. Matters Arising from Committee reports

- 6.1. Planning Committee – none
- 6.2. Footpaths & Allotments Committee - none
- 6.3. Playing Fields & Open Spaces Committee - none

7. Financial Reports

- 7.1. Month-end Balance Statement 31-Jan-2013

See separate paper

Current Financial Status

Using the January 2013 Reports the overall financial position of the Council can be defined as:

| | | |
|--|------------------|------------------|
| Current Year Fund | 7,951.24 | |
| General Reserves | <u>12,250.09</u> | |
| <i>Surplus for Year to date</i> | 20,201.33 | 20,201.33 |
| Committed net expenditure (as estimated 31/01/13) | -9,937.00 | |
| Additional projected net expenditure | <u>-274.00</u> | |
| | --10,211 | --10,211 |
| Estimated end of year surplus. (Current year fund + General Reserves) | | 9,990.33 |
| With Ear Marked Reserves at £42,055.97 | | 42,055.97 |
| Closing Balance 2012/13 would be | | 54,306.06 |
| Opening Balance 2012/13 was | | <u>52,046.30</u> |
| Net gain over year | | 2,259.76 |

Nb. This is a very rough calculation as it takes no account of future income or expenditure not included in the committed or projected expenditure.

Resolved: The financial reports as presented were accepted as accurate.

8. Financial Matters

None

9. Authorisation of Payments & Income Received

NB. Payee removed from lists for confidentiality.

- 9.1. Payments authorised by Cllrs John Cutland & Phil Squires

| Payee | Details | Chq. no | £ |
|----------------------|------------------------|---------|----------|
| CRK Garden Manicures | Grounds Maintenance | 2208 | 1,010.90 |
| CFS | Photocopy Services | 2209 | 17.32 |
| Bristol water | Water Rates – Cemetery | 2210 | 19.87 |
| | Total expenditure | | 1,048.09 |

9.2. Recent Receipts

| Payee | Details | Chq. no | £ |
|-----------------|------------------------------|----------|--------|
| Bank of Ireland | Bank Interest | DC | 6.48 |
| Huw Roger | Allotment Rent – plot 20 | Inc 2141 | 32.00 |
| TBCFC | Field Hire 22/9 – 31/12/12 | Inc 2142 | 148.50 |
| TTFC | Field Hire 9/9/12 – 31/12/12 | Inc 2143 | 196.90 |
| | Total income | | 383.88 |

10. Policy Documents

None

11. Correspondence

11.1. Letter from Morgan Cole LLP re. Accident 9/6/2011

The content of the letter was noted.

12. Any other business

12.1. SG Localism Event 22 Feb.

AP and BL agreed to attend the event; the Clerk would register their attendance.

12.2. Bus Shelter vandalism

The Clerk presented a draft email to be sent to the organiser of the Thornbury Art Trail asking if all those associated with the Trail would not participate in graffiti. The email content was agreed.

The meeting was closed at 8.10pm.

**The next meeting of the Finance and General Purposes Committee is on
Monday 4th March at 7.30pm.**