

## Minutes of the meeting of the Finance & General Purposes Committee

Held on 4<sup>th</sup> November 2013 at 7.30 pm in the Bush Room

**Present:** - Cllrs. Terry Hunt (Chairman), Alison Peters (AP) John Cutland (JC), Phil Squires (PS), Ann Wilkins (AW), Steve Blick (SB), Marcus Fry (MF)

Graham Smith (Clerk)

### 1. Apologies accepted for Absence

None

### 2. Evacuation Procedure

Evacuation procedures were noted.

### 3. Public Participation

None

### 4. Declaration of Interests

None

### 5. Minutes of meeting held on 7<sup>th</sup> October 2013 and Matters Arising

**13039 Resolved:** The Minutes of the meetings held on 7<sup>th</sup> October 2013 were approved and signed by the Chairman.

5.1. Matters Arising - None

5.2. Ongoing actions were noted from action list and prioritised

### 6. Matters Arising from Committee reports

6.1. Planning Committee – none

6.2. Footpaths & Allotments –

6.2.1 – Concerns were raised with regard to identifying who is responsible for the cost of pruning fruit trees within the allotment area and it was agreed that the Clerk obtain quotations prior to this being discussed further.

6.3. Playing Fields & Open Spaces Committee – None

### 7. Financial Reports

All reports are filed separately and not included in meeting notes.

7.1. Qtr. 2 Budget Review

See separate papers. Budget Review & Summary Receipts & Payments

#### Current Financial Status (Half Year)

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

Current Year Fund	386
General Reserves	<u>12,093</u>
Surplus for Year to date	12,479

Committed expenditure (as estimated 30/9/13)	-10,040
Wages & Salaries	-9,618
Approved goods not yet invoiced	<u>-1,665</u>
* Outgoings for 2 <sup>nd</sup> half of year	-21323
2 <sup>nd</sup> Precept Payment	24,383
<b>Estimated end of year surplus</b>	<b>15,539</b>

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

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

## 8. Financial Matters

### 8.1. 2013/14 Grant Aid

**13040 Resolved:** The committee recommends that the Parish Council makes the following Grant Aid awards for year ending 31-March-2014

Thornbury & District Stroke Support Group - £200  
 Youth Centre - £250  
 Citizen's Advice Bureau - £200  
 Marlwood School - £50  
 Helmet - £250

Royal British Legion - £75 (previously approved)

## 9. Authorisation of Payments & Income Received

NB. Payee removed from lists for confidentiality.

### 9.1. Payments authorised by Cllrs Alison Peters & Terry Hunt

Details	Chq. no	£
Grounds Maintenance Contract	2333	1038.20
Clerk Expenses	2334	43.43
Total Payments		£1081.63

### 9.2. Recent Receipts

Details	Ref.	£
Precept payments SG Council (2013)	N/A	24383.00
Interest	N/A	1.95
Total Receipts		£24384.95

**10. Policy Documents**

F130701-5 - Documents that form the Policy Set for the Council and the schedule for review has been placed on the action list. It was agreed that (AP) & (TH) would action.

**11. Correspondence**

- 11.1 A complaint has been received with regard to a hedge overgrowing onto the public footpath.  
11.2 (TH) raised an observation that a litterbin had been destroyed and a request to be made to obtain a replacement.

***F131104-1 – Clerk to inform South Glos Street Care***

***Action to Clerk***

**12. Any other business**

- 12.1 Jubilee & Lime Kiln Fields, Cross Hands field & play area, Cemetery – Land registration. Clerk briefed committee with regard to progress and requested permission to purchase relevant OS maps for submission to land registry. (JS) requested that this be placed on hold while an alternative source for OS maps be obtained.
- 12.2 **13041 Resolved:** (Proposed (AP) seconded (JC) - The request to Alveston Parish Council for payment of invoice from AMD solicitors for £600 for Land Registration of The Jubilee Hall is to be refused.

Meeting Closed – 20.05

**The next meeting of the Finance and General Purposes Committee is on  
Monday 2nd December at 7.30pm.**