
Minutes of the meeting of the Finance & General Purposes Committee**Held on 6th February 2017 at 8.15 pm in the Bush Room****Present:** - James Sumner (JS) (Chair), Alison Peters (AP), Ann Curtis (AC), Mike Webb (MW).

Graham Smith (Clerk)

1. Apologies accepted for Absence

Marcus Fry (MF).

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 16th January 2017 and Matters Arising5.1. Approval of the minutes of the meeting held on 16th January 2017**16.087 Resolved:** The minutes of the meetings held on 16th January 2017 were approved and signed by the Chairman

5.2. Matters Arising – None

5.3. Outstanding Actions – None

6. Matters Arising from Committee Reports

6.1. Planning Committee – None

6.2. Footpaths & Allotments Committee – None

6.3. Playing Fields & Open Spaces Committee – (AC) reported that the PF&OS Committee had approved the lowest quotation for the 2017/20 grounds maintenance contract. The committee had also approved maintenance work to areas highlighted in the recent H&S ROSPA report for play equipment / play areas and skate park also three areas within the Jubilee Hall Car Park and requested that the Finance Committee approve the expenditure.

(AC) proposed that the finance committee approve the annual fee from “Prestige” (subject to due diligence) as this company presented the lowest quotation within the tender process for the 2017/20 grounds maintenance contract. (MW) seconded the proposal and all Cllrs agreed.

16.088 Resolved: The committee accept the lowest quotation for the 2017/20 grounds maintenance contract (subject to due diligence) and recommend that the Parish Council accept “Prestige” as the new grounds maintenance contractor for 2017/20.

(AP) proposed that the finance committee approve the cost of £625 for maintenance work to areas highlighted in the recent H&S ROSPA report for play equipment / play areas and skate park (AC) seconded the proposal and all Cllrs agreed.

16.089 Resolved: The finance committee approve the cost of £625 for maintenance work to areas highlighted in the recent H&S ROSPA report for play equipment / play areas and skate park

(MW) proposed that the finance committee approve the cost of £316 to repair the three areas within the Jubilee Hall Car Park which require attention, re-instatement of wall (top surface), repair

to pot hole and remove of rust & painting of bollards. (AP) seconded the proposal and all Cllrs agreed.

16.090 Resolved: The finance committee approve the cost of £316 for the three areas within the Jubilee Hall Car Park which require attention

7. Financial Reports

7.1. Finance Report January 2017

(JS) informed Cllrs that he had reviewed the financial reports and confirmed that all appeared in order. He asked (Clerk) whether the annual contract for support with RBS was a good use of Council money and recommended that (Clerk) seek alternative options.

F170206-01: - Seek alternative options for support to (Clerk) relating to accounting software.

Action to (Clerk)

16.091 Resolved: The financial reports for January as presented were accepted as accurate.

8. Authorisation of Payments

8.1. Payments authorisation by Cllrs James Sumner & Mike Webb

Details	Chq. no	£
Grounds Maintenance Contract - Jan	2774	1212.20
Litter Bin Empty	2775	66.10
Cemetery Water	2776	18.19
Total Payments		£1296.49

8.2. Recent Receipts

Details	Ref.	£
Gross Interest	DCR	6.31
Wayleave	Inc2741	77.37
Total Receipts		£83.68

9. Correspondence

None

10. Website / Helmet

To promote ongoing maintenance of play equipment.

F170206-02: - Upload details of ongoing maintenance of play equipment on Alveston.org.

Action to (Clerk)

11. Any other business

(Clerk) recommended that at the end of the financial year that the Finance Committee review their distribution of allocated reserves.

Meeting Closed 20.30PM

**The next meeting of the Finance and General Purposes Committee is on Monday
6th March 2017 at 8.15pm.**