

Minutes of the Finance and General Purposes Committee held at Quedgeley Community Centre on Monday 7th May 2019

PRESENT: Cllr G Smith, Cllr G Williams, Cllr L Harries and Cllr Potts

OFFICER PRESENT: Mrs J Webster – Town Clerk & RFO

F.023/19-20 Apologies.
Apologies were noted from Cllr Pearce, Cllr S Smith, Cllr Lee, Cllr Mrs McAllan and Cllr Hughes

F.024/19-20 Declarations of Interest.
None received

F.025/19-20 To Approve the Minutes dated – 1st April 2019
Cllr Smith **PROPOSED** to adopt the above Minutes as a true and accurate record of the meeting
Seconded: Cllr Williams: Vote: Unanimous: **So resolved**

F.026/19-20 To report on previous actions set on 1st April 2019
F.11/19-20 – Clerk to discuss confidential waste with Printwaste – Mrs Webster confirmed that action was complete with a process for disposing of confidential waste now in place.

F.027/19-20 Correspondence
Mrs Webster advised that Iain Selkirk will be auditing the Town Council Accounts during May and the Annual Return is due to be done.

F.028/19-20 To Note the following Accounts Paid by means of **electronic banking and **Debit Card Payment** for £500.00 or over prior to the publication of the Agenda.**

Came & Co – QTC	£10417.00	BACS	<i>Insurance – FC072/18-19</i>
Intocleaning – QCC	£1209.60	BACS	<i>Daily running costs</i>
Gloucester City Council – KCC	£1250.00	BACS	<i>KCC Rental fees</i>
GAPTC – QTC	£4102.96	BACS	<i>Annual Subscription - F012/19-20</i>
S Merrett – KSP	£5304.36	BACS	<i>Ground Maintenance</i>
Came & Co – QTC	£2142.28	BACS	<i>Insurance – F011/19-20</i>
All Sorts Electrical – QCC	£1440.00	BACS	<i>C097/18-19</i>
Sevenside Security – KCC	£625.55	BACS	<i>K071/18-19</i>
HMRC – QTC	£1856.12	BACS	<i>Tax & NI</i>

Cllr Potts asked for clarification that a reduction had been offered by GAPTC. Mrs Webster confirmed that a 15% reduction had been offered due to QTC having a qualified clerk and having Quality Status.

Noted

F.029/19-20 To Note the following Accounts Paid by **cheque prior to the Publication of the Agenda for £500.00 or over.**
None

F.030/19-20 To Note the following Accounts Paid by means of electronic banking/debit card payment or cheque under £500.00 prior to the Publication of the Agenda for £500.00 or over.

None

Neptune – WSC	£81.60	BACS	<i>Repairs & Maintenance</i>
K Harris – KCC	£100.00	BACS	<i>Refund Security deposit & key fob</i>
Tesco – R&A	£12.00	BACS	<i>Easter Eggs</i>
GCC – QTC	£251.00	BACS	<i>Planning application fee</i>
Spot on Supplies – KCC	£46.84	BACS	<i>Daily running costs</i>
QWFC – QTC	£150.00	BACS	<i>Donation – F015/19-20</i>
Pitney Bowes – QTC	£105.50	BACS	<i>Daily running costs</i>
Spot on Supplies – WSC	£63.53	BACS	<i>Daily running costs</i>
Office Depot – QTC	£121.48	BACS	<i>Daily running costs</i>
D Jones – R&A	£50.00	BACS	<i>Burial Plot Preparation</i>
Spot on Supplies – QTC	£79.46	BACS	<i>Daily running costs</i>
Spot on Supplies – KCC	£116.71	BACS	<i>Daily running costs</i>
Virgin Media – QTC	£62.99	BACS	<i>Daily running costs</i>
Amazon – R&A	£21.93	BACS	<i>Easter Eggs</i>
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Gloucester Locksmiths – KSP	£48.45	BACS	<i>Repairs & Maintenance</i>
Kent County Council – QTC	£99.80	BACS	<i>Daily running costs</i>
Enterprise AOL – QCC	£409.97	BACS	<i>Refuse collection contract</i>
Mrs J Webster – QTC	£16.44	BACS	<i>Mileage Expenses</i>
Chosen Fire – QCC	£66.00	BACS	<i>Repairs & Maintenance</i>
Aldi – R&A	£29.79	BACS	<i>Easter Eggs</i>
Mrs D Hughes – QTC	£29.70	BACS	<i>Mileage Expenses</i>
Colin Clifford – QTC	£21.13	BACS	<i>Mileage Expenses</i>
BT – WSC	£35.69	BACS	<i>Telephone Charges</i>

F.031/19-20 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda.

The Clerk read out the following payments for approval

None

F.032/19-20 Accounts/Budget Progress 2019/20

- Signing of Bank Reconciliations for April 2019
- Overview of expenditure by means of Summary of Receipt and Payments
- Stats on Income generated from Hiring of Community Centres and Sports Centres

Cllr Williams asked for clarification regarding the pension costs. Mrs Webster confirmed that costs had increased from 3 – 5% and this had been accounted for.

Cllr Smith **PROPOSED** the accounts for April 2019 including the Summary of Receipts and Payments be approved.

Seconded: Cllr Harries: Vote: Unanimous: **So resolved**

F.033/19-20 Items from Community Buildings Committee:

Cllr Smith advised that the trees had now been cut down at the rear of Quedgeley Community Centre with one more to do at a later date.

Nothing further to report

F.034/19-20 Items from Recreation & Amenities Committee:

Cllr Smith asked for the minutes to reflect his thanks to the staff for their hard work at the Easter Egg Hunt. Mrs Webster thanked Cllr Harries for assisting on the day.

Members considered the donation funds of £66.13 from the Easter Egg Hunt and agreed that this should be deferred to Full Council for consideration to be made as to implementing a new system for future donations to charity.

Nothing further to report.

F.035/19-20 Items from Planning & Development Committee:

Cllr Williams advised there were no controversial applications for consideration.

The Planning Committee are becoming unhappy with making comments on planning applications which have already been decided upon by GCC. Members agreed that GCC should be contacted with their thoughts and that a slot at GCC Planning meetings should be requested.

Mrs Webster advised that any decisions on behalf of the Planning Committee should come from that committee direct and members therefore agreed to defer this matter to the next Planning & Development Committee.

F.036/19-20 Further Business for Referral:

None

**F.037/19-20 Date of Next Meeting – 3rd June 2019, Quedgeley Community Centre
7.30pm – noted.**

Meeting concluded: 20.00pm