

Minutes of the Finance and General Purposes Committee held at Quedgeley Community Centre on Monday 3rd June 2019

PRESENT: Cllr G Smith, Cllr L Harries, Cllr Potts, Cllr Pearce and Cllr Hughes

OFFICER PRESENT: Mrs J Webster – Town Clerk & RFO

F.038/19-20 To elect a Chair
Cllr Hughes **PROPOSED** that Cllr Smith take the Chair.
Vote: Unanimous: **So resolved**

F.039/19-20 Apologies
None received

F.040/19-20 Declarations of Interest.
None received

F.041/19-20 To Approve the Minutes dated – 7th May 2019
Cllr Smith **PROPOSED** to adopt the above Minutes as a true and accurate record of the meeting
Seconded: Cllr Harries: Vote: Unanimous: **So resolved**

F.042/19-20 To report on previous actions set on 7th May 2019
None. Printwaste was discussed however this related to last month's action.

F.043/19-20 Correspondence
The Clerk confirmed that the public period for inspection of accounts would run from 17th June 2019 – 26th July 2019.
Members asked where the accounts would be advertised, The Clerk confirmed all methods available would be used.

F.044/19-20 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.**

M&D Property – <i>R&A/WSC/QCC/KSP/KCC/QTC</i>	£3331.99	BACS	<i>Maintenance & Handyman contract</i>
Neptune – <i>QCC</i>	£511.07	BACS	<i>C.008/19-20(a)</i>
Intocleaning – <i>QTC</i>	£1103.06	BACS	<i>Cleaning salary costs</i>
HMRC – <i>QTC</i>	£1104.63	BACS	<i>Tax & NI</i>
D Jones – <i>R&A</i>	£600.00	BACS	<i>Burial ground costs</i>

Cllr Pearce asked if the Community Centres have CO detectors.

Action: *JW to check.*

Cllr Pearce asked for clarification regarding the purchase of an urn. The clerk confirmed this was for Kingsway Community Centre and had been agreed under minute ref C009/19-20(b)

Noted

F.045/19-20 To Note the following Accounts Paid by **cheque prior to the Publication of the Agenda for £500.00 or over.**
None

F.046/19-20 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.
The Clerk read out the following payments for approval

HMRC – <i>QTC</i>	£2474.00	BACS	<i>Tax & NI</i>
Iain Selkirk – <i>QTC</i>	£550.00	BACS	<i>Independent Audit Fees</i>
QCC Contingency Sum	£2000.00	Transfer	<i>Annual transfer</i>
WSC Astro Reserves	£2000.00	Transfer	<i>Annual transfer</i>

F.047/19-20 Accounts/Budget Progress 2019/20

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

Members noted that the accounts had been sent out in advance which had given them more chance to digest information prior to the meeting. No questions raised. The Clerk advised that the income remains healthy, apart from Kingsway Sports Pavilion.

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

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

F.048/19-20 LCR Magazine

Cllr Smith **PROPOSED** expenditure not exceeding £17.00 for annual subscription.

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

F.049/19-20 Grant Application – Kingsway Rovers Football Club

Members noted that Kingsway Rovers are looking for full sponsorship and further enquiries need to be made regarding what this would involve.

Cllr Hughes **PROPOSED** expenditure not exceeding £250.00 to support the grant application.

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

Action: JW to make enquiries regarding full sponsorship and report back to F&GP

F.050/19-20 Items from Community Buildings Committee:

Nothing to report

F.051/19-20 Items from Recreation & Amenities Committee:

Nothing to report.

F.052/19-20 Items from Planning & Development Committee:

Cllr Potts reported that the last meeting was not quorate. Therefore, although planning matters were discussed, no decisions could be made.

Cllr Smith and Cllr Hughes both agreed to re-join the Planning committee as reserves.

Action: JW to place purchase of new laptop on next appropriate agenda.

F.053/19-20 Further Business for Referral:

Nominations for committees to be placed on Full Council

F.054/19-20 Date of Next Meeting – 1st July 2019, Quedgeley Community Centre 7.30pm – noted.

Meeting concluded: 20.00pm