

PRESENT: Cllr Pearce, Cllr Williams, Cllr G Smith, Cllr Harries, Cllr Mrs McAllan and Cllr J Powell

OFFICER PRESENT: Mrs J Webster – Town Clerk & RFO

F.045/20-21 Apologies
Apologies were received and noted from Cllr S Smith and Cllr Lee.

F.046/20-21 Declarations of Interest.
Cllr Williams declared an interest in Agenda Item 10

F.047/20-21 To Approve the Minutes dated – 5th October 2020
Cllr Pearce **PROPOSED** to adopt the above Minutes as a true and accurate record of the meeting.
Seconded: Cllr Williams: Vote: unanimous: **So resolved**

F.048/20-21 To report on previous actions set on 5th October 2020
None

F.049/20-21 Correspondence
Mrs Webster provided an update regarding the Annual Return 2019/2020. Due to AGAR showing incorrect figures, the matter needed to be referred to the independent auditor. The AGAR has now been resubmitted however Mrs Webster advised that the submission date could be in question. Cllr Powell asked for clarification regarding the impact on the council. Cllr Williams advised that NALC have confirmed that External Auditors will be mindful of Covid 19 regarding submission dates for the 2019/2020 return. Mrs Webster confirmed she would keep members up to date with any ongoing progress regarding this matter.

Cllr Smith confirmed that following the resignation of Cllr Hughes, he would be happy to take on the Internal Controls.

F.050/20-21 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.**

Grassmats.co.uk – R&A	£777.30	BACS	<i>Druids Oak Maintenance R.023/20-21</i>
Gloucester City Council – KCC	£1250.00	BACS	<i>Rental Fees</i>
Scribe – QTC	£584.40	BACS	<i>Annual Fee</i>

Noted

F.051/20-21 To Note the following Accounts Paid by **cheque prior to the Publication of the Agenda for £500.00 or over.**

None

F.052/20-21 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.

M&D Property – R&A/QCC/KCC/WSC/KSP/QTC	£2926.13	BACS	Groundsman and Handyman contract
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Cllr Pearce **PROPOSED** to approve those payments above read out.
Seconded: Cllr Williams: Vote: Unanimous: **So resolved**

F.053/20-21 Accounts/Budget Progress 2020/201

- Noting of the Bank Reconciliations for October 2020
- Overview of expenditure by means of Summary of Receipt and Payments
- Stats on Income generated from Hiring of Community Centres and Sports Centres

Bank Reconciliation for October 2020 was noted.

Cllr Smith asked for clarification regarding a payment of £358.80 to Teamviewer. Mrs Webster confirmed this was the facility to enable staff to work effectively from home.

Cllr Powell asked for an update regarding the QTC's current financial position. Following a brief update from Mrs Webster, members noted that substantial loss of income as a result of Covid 19 could set the council back, however careful budgeting would continue with a view to not using reserves, if possible, to complete the financial year.

Members discussed the effect that the next Lockdown would have on Quedgeley Social Club and agreed that flexibility for the month of November would be considered if deemed necessary.

Cllr Pearce **PROPOSED** the accounts for October 2020, including the Summary of Receipts and Payments to be approved.

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

F.054/20-21 To consider and agree expenditure not exceeding £750.00 for WW2 memorial stone costs

Cllr Williams provided a brief update regarding the event and the costs involved. He further clarified that this would be a QTC led event and further donations would be sought from other interested members.

Mrs Webster confirmed that the steering group, led by Cllr S Smith was given permission by the council to form.

Following a full discussion, it was agreed to defer this matter to R&A as a rolling agenda item.

Cllr Smith advised that the stone has already been identified but further action has been paused to gauge amount of donations received.

Cllr Williams confirmed that should Covid 19 still impact events next April, the event would be further adjourned until such time as it is safe to hold.

Cllr Pearce **PROPOSED** to agree expenditure not exceeding £750.00 for costs towards the WW2 memorial stone.

Seconded: Cllr Powell: Vote: 5 for, 1 abstain: **So resolved**

F.055/20-21 Items from Community Buildings Committee:

Members agreed in principle to offer Hardwicke & Quedgeley Harlequins Ladies RFC free usage of either Kingsway Sports Pavilion or Kingsway Community Centre for the sole purpose of providing a community Christmas food bank.

Cllr Mrs McAllan updated members of agreed expenditure.

- F.056/20-21** **Items from Recreation & Amenities Committee:**
Cllr Pearce confirmed the next meeting to be 4/11/2020.
No Fireworks Display for 2020 due to Covid 19. Members agreed it was disappointing that this event would not take place this year. Danterers to be contacted regarding the Lockdown Period commencing 5/11/20 and advised not to proceed with fun fair.
- F.057/20-21** **Items from Planning & Development Committee:**
Cllr Williams advised of no controversial planning applications.
There is however 1 ongoing application that has already been refused but has been resubmitted.
- F.058/20-21** **Further Business for Referral:**
None

F.059/20-21 **Date of Next Meeting – 07/12/2020 – at 7pm on TEAMS.**

Meeting Closed 7.45pm