

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT QUEDGELEY COMMUNITY CENTRE ON MONDAY 5TH AUGUST 2024

PRESENT Cllr Wnukowska, Cllr Smith, Cllr Wilcox, Cllr Pearce, Cllr Weston, Cllr McAllan.
Cllr Lee (7.40pm)

OBSERVER Cllr Goddard

OFFICER PRESENT: Mrs J Webster – Town Clerk & RFO

F.056/24-25 Apologies.

Apologies were received and noted from Cllr Ranford and Cllr Powell

F.057/24-25 Declarations of Interest.

None

F.058/24-25 To Approve the Minutes dated 1st July 2024

Cllr Wilcox **PROPOSED** to adopt the above Minutes as a true and accurate record.
Seconded: Cllr Weston: Vote: unanimous: **So resolved**

F.059/24-25 To report on previous actions set on 1st July 2024

F.054/24-25 – Annual Maintenance – Tractor Costs- Mrs Webster advised that this was currently being looked into by the Deputy Clerk and costings would be provided to the next F&GP meeting.

F.060/24-25 Correspondence

No correspondence as such, however The Clerk asked permission to defer September's F&GP meeting due to annual leave.
Members agreed that there should be no Finance meeting in September.

F.061/24-25 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/KCC/KSP/QTC</i>	£4098.55	BACS	Groundsman & Handyman Contract
PTSG Electrical – <i>KCC</i>	£854.40	BACS	Surge protection installation remedial works
PTSG Electrical – <i>KSP</i>	£784.80	BACS	Surge protection installation remedial works
Water Plus - <i>WSC</i>	£842.84	BACS	Water
Mitchells – <i>QTC</i>	£800.40	BACS	Air Conditioning remedial works
HMRC – <i>QTC</i>	£2683.67	BACS	Tax & NI
Mutts Butts – <i>QTC</i>	£961.50	BACS	Dog Bags
Gopak Ltd – <i>QCC</i>	£1025.03	BACS	Tables
Gopak Ltd – <i>KCC</i>	£1455.02	BACS	Tables

AOC Flooring Ltd – QCC	£2206.80	BACS	New Flooring
JS Reakes Ltd – QTC	£900.00	BACS	Valuation Fee
LRF Leak Detection – R&A	£4644.00	BACS	Allotment leak remedial works
Intocleaning – QTC	£2829.86	BACS	Cleaning costs for QCC

To note bank transfers

The Moat – R&A	£33000.00	Transfer	Commutated sum received for The Moat transferred into Earmarked Reserves
Viring funds for flooring	£1839.00	Transfer	Agreed viring of funds for QCC flooring. From Earmarked Reserves to Current funds.

For the benefit of new councillors, Cllr Wilcox explained The Moat. Payment to JS Reakes Ltd was clarified.

Noted

Payments under £500.00 are provided by means of the Scribe Pay Schedule

F.062/24-25 To Note the following Accounts Paid by **cheque prior to the Publication of the Agenda for £500.00 or over.**

None

F.063/24-25 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.

Redkite Solicitors – QTC	£1893.00	BACS	Legal Fees and Land Registry Fee – The Moat
---------------------------------	----------	------	---

Cllr Pearce **PROPOSED** to approve the above payments.

Seconded: Cllr Smith: Vote: unanimous: **So resolved**

F.064/24-25 Accounts/Budget Progress 2024/25

- Noting of July's Bank Reconciliation.
- Overview of expenditure by means of Summary of Receipts and Payments
- Stats on Income generated from Hiring of Community Centres and Sports Centres

The July's bank reconciliation was signed by the Chair.

It was noted that income is healthy at the moment, however there had been an unexpected expense in attending to a leak at the allotments.

Mrs Webster provided an update on the End of Year Audit and Annual Return. It was noted that the independent auditor had now provided a correction and the Annual Return has now been sent and received by the external auditor, PKF Littlejohn.

Notice of Public Rights displayed in office window during the period of 18th July 2024 – 29th August 2024.

F.065/24-25 To consider and agree expenditure not exceeding £50.00 for CCTV at Quedgeley Social Club

Cllr Lee **PROPOSED** to agree the above expenditure.
Seconded: Cllr McAllan: Vote: unanimous: **So resolved**

F.066/24-25 To consider and agree expenditure not exceeding £55.00 plus VAT to join The National Allotment Association Society

Cllr Wilcox provided a brief overview of the benefits to the council for joining.
Cllr Lee **PROPOSED** to agree the above expenditure.
Seconded: Cllr Smith: Vote: unanimous: **So resolved**

F.067/24-25 To consider and agree expenditure not exceeding £2900.00 for grant Application from The Spring Centre.

Members received the application in advance of the meeting.
Mrs Webster advised members of a supporting email from The Spring Centre which confirms the percentage of residents in Quedgeley and Kingsway who currently benefit from the centre.
Following an in-depth discussion:
Cllr Smith **PROPOSED** to support the application by offering half of the amount requested, that being £1450.00.
Seconded: Cllr McAllan: Vote: unanimous: **So resolved**

F.068/24-25 Items from Community Buildings Committee:

Cllr McAllan reported on the following expenditure:
£397.68 for three Bleed Kits
£100.00 for Tractor maintenance
£477.76 for Tables and table trolley
£684.50 plus VAT for fixed wire testing at Kingsway Sports Pavilion
£756.00 plus VAT for fixed wire testing at Waterwells Sports Centre
£3567.00 for height restrictor repairs at Kingsway Sports Pavilion

F.069/24-25 Items from Recreation & Amenities Committee:

Cllr Weston reported on the following expenditure:
£16.72 for new sign at Druids Oak Playpark
£199.20 for 3 new signs at Memorial Garden and Cemetery
£33.44 for erection of signs
Cllr Weston further advise that she has requested bird and bug boxes for the Nature Reserve and understands that assistance will be provided by The Men's Shed.

F.070/24-25 Items from Planning & Development Committee:

Cllr Lee reported that the Strategic Local Plan and Emergency Plan have been deferred until the next Planning meeting.
Nothing financial to report.

F.071/24-25 Further Business for Referral:

Possible future expenditure concerning Social Club building.

F.072/24-25 Date of Next Meeting – 7th October - Quedgeley Community Centre at 7.30pm.
Noted.

Meeting concluded 20:15pm hrs