

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT QUEDGELEY COMMUNITY CENTRE ON MONDAY 1<sup>st</sup> JULY 2024**

**PRESENT** Cllr Lee, Cllr Smith, Cllr Powell, Cllr Pearce, Cllr Weston & Cllr McAllan

**OFFICER PRESENT:** Mrs J Webster – Town Clerk & RFO

**F.040/24-25 To Elect a Chair**

Cllr Weston **PROPOSED** Cllr Pearce as Chair for 2024/25

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

**F.041/24-25 Apologies.**

Apologies were received and noted from Cllr Wilcox

**F.042/24-25 Declarations of Interest.**

None

**F.043/24-25 To Approve the Minutes dated 3<sup>rd</sup> June 2024**

Cllr Pearce **PROPOSED** to adopt the above Minutes as a true and accurate record.

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

**F.044/24-25 To report on previous actions set on 3<sup>rd</sup> June 2024**

*F.022/24-25 – Water Costings – UR Water* - Mrs Webster provided members with costings showing a saving to all centres based on a 2-year fixed term contract with UR Water.

Cllr Powell **PROPOSED** to accept UR Water as the broker for the council's water accounts on the proviso there are no upfront costs to the council.

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

**F.045/24-25 Correspondence**

Emails from Friends of Clearwater School – to consider and agree expenditure not exceeding £25.00 for sponsorship of Summer Fayre. Mrs Webster advised that this is something the council have supported before.

Cllr Lee **PROPOSED** to agree to the above expenditure.

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

Email from Beech Green School asking for financial support towards bi-annual bug hunt. It was noted that this request had been received too late to be considered at this meeting and the event would take place before the next one. It was agreed that financial support cannot be considered however an explanatory letter should be sent setting out the grant scheme that the council operates.

Cllr Pearce adjourned the meeting to allow members of the public to speak. It then reconvened.

**F.046/24-25 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&amp;A/WSC/QCC/KCC/KSP/QTC</i>	£3084.46	BACS	Groundsman & Handyman Contract
Intocleaning – <i>QTC</i>	£2829.86	BACS	Staff cleaning costs June 2024
Aquasafe – <i>QCC</i>	£690.00	BACS	Chlorination of tanks

Aquasafe – <b>QTC</b>	£2674.00	BACS	Legionella Contract
RT Machinery – <b>KSP</b>	£26807.00	BACS	Tractor costs – paid from grant award received from FA

**To note bank transfers**

Precept Transfer	£50000	Transfer	Precept transferred from current account to general reserves
Tractor Costs	£6997.00	Transfer	Cil Money transferred from Earmarked reserves to current account.

Noted

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

**F.047/24-25 To Note the following Accounts Paid by **cheque** prior to the Publication of the Agenda for £500.00 or over.**

None

**F.048/24-25 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.**

PTSG Electrical – <b>KCC</b>	£573.30	BACS	Remedial works – Lightning protection
Shades & Shutters – <b>WSC</b>	£912.00	BACS	Remedial works – shutter
Gallagher insurance – <b>QTC</b>	£801.30	BACS	Insurance cover Tractor
HMRC – <b>QTC</b>	£2964.17	BACS	Tax & NI
Gloucester CC – <b>KCC</b>	£1250.00	BACS	KCC Rent

The following payments were clarified:

Insurance costs of £801.30.

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

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

**F.049/24-25 Accounts/Budget Progress 2024/25**

- Noting of May & June'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 May and June bank reconciliations were signed by the Chair.

Mrs Webster advised that Income for all centres is healthy at the moment.

Cllr Pearce **PROPOSED** to agree the Summary Account Report.

Seconded: Cllr Lee: vote: unanimous: **So resolved**

Mrs Webster provided an update on the End of Year Audit and Annual Return. It was noted that due to inconsistencies with figures supplied by the independent auditor, the council has not been able to meet its obligation in agreeing the AGAR by 30<sup>th</sup> June. An extension had been sought with PKF the external auditor until the 31<sup>st</sup> July to submit the AGAR.

**F.050/24-25 To consider and agree expenditure not exceeding £750.00 plus VAT for Independent valuation of Quedgeley Social Club**

Cllr Smith **PROPOSED** to agree the above expenditure.

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

Cllr Lee left the room at 8.30pm

**F.051/24-25 Items from Community Buildings Committee:**

Nothing financial to report

**F.052/24-25 Items from Recreation & Amenities Committee:**

Future expenditure on playparks.

Visit to Fieldcourt Infant School

**F.053/24-25 Items from Planning & Development Committee:**

Nothing to report of a financial nature

**F.054/24-25 Further Business for Referral:**

Annual maintenance costs for Tractor and tractor parts

**F.055/24-25 Date of Next Meeting – 5<sup>th</sup> August 2024 - Quedgeley Community Centre at 7.30pm.**

Cllr Lee returned to the meeting at 8.35pm

Noted.

Meeting concluded 20:35pm hrs

***Minutes from the public participation of the F&GP Committee Meeting 1<sup>st</sup> July 2024***

*3 members of public attended: Graham Smith, Gail Kent and Maureen Matthews.*

*Graham Smith spoke on behalf of Quedgeley Social Club and referred to the Town Council's mission statement 'Working with the community for the community'. He advised that the Social Club will cease trading on the 31<sup>st</sup> July 2024, however felt that as the Quedgeley Community Centre and Social club were built for the community, including 2 loans taken out and paid by the residents, the vacated premises in his opinion should be maintained as a community hub.*

*Gail Kent introduced herself as Treasurer of Quedgeley Social Club and advised that she had submitted a letter to the council asking for July's rent and utilities to be waived and for an additional 2 weeks free in August to deal with the closure of the social club. She also provided a breakdown of figures for utilities paid over the last 12 months and felt that the Social Club had overpaid and asked for this to be offset against the arrears currently outstanding to the council. Members concluded that this could not be agreed at this meeting, however felt that an emergency meeting would be appropriate in this instance.*

Unit 8, Olympus Park Business Centre, Quedgeley, Gloucester. GL2 4NF

*Cllr Powell asked if there was anything else that could be done to avoid closure and how close was the social club to bankruptcy. Gail Kent advised that closure of the club was now inevitable and would be in a better place in the next couple of weeks to predict monies coming in -v- debt.*