

QUEDGELEY TOWN COUNCIL

"Working with the community for the community"

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FINANCE AND GENERAL PURPOSES COMMITTEE AGENDA

Cllr Tina Wnukowska
Cllr N Lee
Cllr B Smith
Cllr Powell

Cllr Wilcox
Cllr Pearce
Cllr Ranford
Cllr Weston

You are **INVITED** to attend a meeting of the Finance and General Purposes Committee in the Committee Room at Quedgeley Community Centre on **Monday 3rd June 2024** at 7.30pm



Jacquie Webster
Town Clerk & RFO

Dated: 28th May 2024

AGENDA

1. **To Elect a Chair**
2. **Apologies.**
To note apologies if any.
3. **Declarations of Interest.**
To note any declarations of personal and/or prejudicial interests in relation to items on the agenda.
4. **To Approve the Minutes dated – 2nd April 2024**
5. **To report on previous actions set on 2nd April 2024**
F.004/24-25 – IT Backup System
6. **Correspondence**
Email from M&D Property advising of increase in hourly rate to £16.72 from 01/07/2024
7. **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/QCC/WSC/KCC/KSP/QTC</i>	£4858.21	BACS	Groundsman and Handyman Contract
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HMRC – QTC	£2857.98	BACS	Tax & NI – May 2024
Mr T Hearn – QCC	£2421.00	BACS	Improvements to QCC
Intocleaning – QTC	£2470.79	BACS	Staff cleaning costs May 2024
Intocleaning – KCC	£654.00	BACS	Deep Clean – Kingsway Community Centre
The Property Centre – QTC	£6542.72	BACS	QTC Rent/Electricity and Service Charges
Water Plus – WSC	£536.31	BACS	Water costs
Iain Selkirk – QTC	£500.00	BACS	Audit costs
GAPTC – QTC	£4967.36	BACS	Annual Subscription costs
HMRC – QTC	£2746.24	BACS	Tax & NI – April 2024
Water Plus – R&A	£736.60	BACS	Water costs allotments
Mitchells – QTC	£686.40	BACS	Air Conditioning repairs
Intocleaning – QTC	£2829.86	BACS	Staff cleaning costs April 2024

To note bank transfers

Precept Transfer	£250000	Transfer	Precept transferred from current account to general reserves
Grant Award	£5500.00	Transfer	Grant award towards Tractor transferred from current account to Earmarked Funds
Community Pantry	£1877.33	Transfer	Community pantry reimbursement from pantry account to current account
Community Pantry	£1500.00	Transfer	Community support grant from QTC to Community Pantry
Precept Transfer	£4000.00	Transfer	Astro & QCC contingency funds
CIL Monies	£65385.14	Transfer	CIL income

***Payments under £500.00 are provided by means of the Scribe Pay Schedule and noted under Agenda Item 8*.**

8. **To Note the following Accounts Paid by cheque prior to the Publication of the Agenda for £500.00 or over.**
None at the time of the agenda.
9. **To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.**
To be confirmed at the meeting.
10. **Accounts/Budget Progress 2024/25**
 - Noting of April & May's Bank Reconciliation.
 - Overview of expenditure by means of Summary of Receipt and Payments
 - Stats on Income generated from Hiring of Community Centres and Sports Centres
11. **To consider and agree expenditure not exceeding £667.00 plus VAT for Air Conditioning repairs in main office.**
12. **To consider contents of letter from Quedgeley Social Club regarding rent Reduction and agree next steps. *attached***
13. **To consider and agree expenditure not exceeding £414.99 for Grant Application from Quedgeley & Hardwicke Cricket Club. *attached***
14. **To consider and agree expenditure not exceeding £2991.96 excluding VAT for updated computer system for office. *Please see attached***
15. **To consider and agree transfer of CIL money not exceeding £6997.00 to Support football foundation grant award of £20993.00 for grounds maintenance equipment for KSP sports pitches.**
16. **To consider and agree in principle steps towards the resurfacing of Waterwells Astro from CIL money.**
17. **Internal Controls – Quarter 4. Cllr Wilcox to report**
18. **To consider signatories for QTC Bank Account.**
19. **Items from Community Buildings Committee:**
Report by Committee Chair for information only
20. **Items from Recreation & Amenities Committee:**
Report by Committee Chair for information only
21. **Items from Planning & Development Committee:**
Report by Committee Chair for information only
22. **Further Business for Referral:**
To consider any matters to be referred to Council or another Committee.
23. **Date of Next Meeting – 1st July 2024 at 7.30pm**