

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT QUEDGELEY COMMUNITY CENTRE ON MONDAY 3<sup>rd</sup> July 2023 AT 7.30PM**

**PRESENT** Cllr G Smith, Cllr Wilcox, Cllr Wheatley and Cllr Barwood  
Cllr J Hunter Observing

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

**F.050/23-24 Apologies.**  
Apologies were received and noted from Cllr S Smith, Cllr Lee, Cllr Ranford, Cllr Powell and Cllr Thompson

**F.051/23-24 Declarations of Interest.**  
None

**F.052/23-24 To Approve the Minutes dated – 5<sup>th</sup> June 2023**  
Cllr Wilcox **PROPOSED** to adopt the above Minutes as a true and accurate record.  
Seconded: Cllr Barwood: Vote: unanimous: **So resolved**

**F.053/23-24 To report on previous actions set on 5<sup>th</sup> June 2023**  
*None*

**F.054/23-24 Correspondence**  
Nothing to report

**F.055/23-24 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>QTC/QCC/KCC/WSC/KSP/R&amp;A</i>	£4111.72	BACS	Groundsman & Handyman Contract
HMRC – <i>QTC</i>	£2551.01	BACS	Tax & NI

**Noted**

**F.056/23-24 To Note the following Accounts Paid by **cheque** prior to the Publication of the Agenda for £500.00 or over.**

None

**F.057/23-24 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.**

Mrs Webster read out the following payments for approval.

Gloucester City Council – <i>KCC</i>	£1250.00	BACS	KCC Rent
Aquasafe – <i>QCC &amp; KSP</i>	£894.00	BACS	Legionella works

Cllr Smith **PROPOSED** to approve the above payments.  
Seconded: Cllr Wilcox: Vote: unanimous: **So resolved**

#### **F.058/23-24 Accounts/Budget Progress 2023/24**

- Noting of June 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

Hard copies were provided to members due to the reconciliation of the accounts running late. It was agreed that electronic copies would be forwarded in due course.

Mrs Webster enquired as to whether payments under £500.00 should be read out at the meetings. Members agreed that due to all information being available on Scribe this would not be necessary.

It was noted that Internal Controls are now due and Cllrs Wheatley and Wilcox would attend with Cllr G Smith to shadow the role of internal auditor – **Action:** *Mrs Webster to send out dates.*

Cllr Barwood asked for clarification on budget heading – Ellis Whittam.

Cllr Wilcox provided a brief projection based on paperwork provided at the meeting.

Mrs Webster advised she is beginning to think about how to fund Druids Oak.

Cllr Smith **PROPOSED** to approve the Summary Account Report

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

#### **F.059/23-24 Dog Bags – to discuss**

Mrs Webster provided costings on dog bags for 12 months and explained that costs have increased.

Members discussed the implications of imposing a charge.

Cllr Wheatley **PROPOSED** to recommend to Full Council to levy a £1 charge per 100 dog bags, commencing 1<sup>st</sup> September 2023.

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

**Action:** *Mrs Webster to defer to Full Council for final decision.*

#### **F.060/23-24 Items from Community Buildings Committee:**

Cllr Smith reported that the flooring at Kingsway Community Centre has been deferred until 3 quotes have been received.

#### **F.061/23-24 Items from Recreation & Amenities Committee:**

Cllr Wheatley confirmed that all playpark inspections have been done. Druids Oak refurbishment remains under discussion.

#### **F.062/23-24 Items from Planning & Development Committee:**

Cllr Wilcox advised on transport and vehicle problems at Kingsway. Pictures taken are to be passed to the local PCSO.

Cllr Wilcox advised on recent planning training he had attended and was encouraging all members of Planning to attend.

#### **F.063/23-24 Further Business for Referral:**

A general discussion took place regarding the financial implications felt by the council following the break in by Travellers onto the Kingsway Pavilion Field.

#### **F.064/23-24 Date of Next Meeting – 7<sup>th</sup> August 2023 - Quedgeley Community Centre at 7.30pm.**

Noted.

Meeting concluded 20.20 hrs

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