

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT QUEDGELEY COMMUNITY CENTRE ON MONDAY 6TH MARCH 2023 AT 7.30PM

PRESENT Cllr G Smith, Cllr Wilcox, Cllr Wheatley and Cllr Barwood

OBSERVING Cllr R Preston and Cllr Mrs Ranford

OFFICER PRESENT: Mrs J Webster – Town Clerk & RFO

F.176/22-23 Apologies.

Apologies were received and noted from Cllr C Thompson and Cllr N Lee
Apologies were received from Cllr Powell but not received in time to record at the meeting.

F.177/22-23 Declarations of Interest.

None

F.178/22-23 To Approve the Minutes dated – 6th February 2023

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

F.179/22-23 To report on previous actions set on 6th February 2023

F168/22-23 – Signatories for Bank Account – Mrs Webster confirmed that applications had been made to Lloyds bank to add new signatories, however the matter had been slightly delayed due to the form originally submitted being incorrectly completed and returned. It was agreed to keep this matter on the agenda until all signatories have been updated and the matter complete.

F.180/22-23 Correspondence

No correspondence to note

F.181-22/23 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 Maintenance – <i>QCC/KCC/WSC/KSP/QTC/R&A</i> | £2035.20 | BACS | Grounds Maintenance and Handyman contract |
| Replay Maintenance – <i>WSC</i> | £2034.00 | BACS | Astro Repairs |
| D Jones – <i>R&A</i> | £700.00 | BACS | Burial Plot Fee |
| HMRC – <i>QTC</i> | £2645.15 | BACS | Tax & NI |
| Christy Floodlighting – <i>WSC</i> | £15592.87 | BACS | Replacement of floodlights to LED – CIL Monies |

Noted

Cllr Barwood asked for clarification regarding the floodlight expenditure. Mrs Webster clarified that this was paid for from CIL monies.

For the benefit of the new councillors, Cllr Wilcox provided a brief overview on CIL money and members provided a brief overview on where the overall Town Council budget derives from.

F.182/22-23 To Note the following Accounts Paid by **cheque prior to the Publication of the Agenda for £500.00 or over.**

None at this time.

F.183/22-23 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.

| | | | |
|--------------------------------|----------|------|---------------------------------|
| Intocleaning – QTC | £2153.02 | BACS | QCC Cleaning Costs |
| Signs Express – R&A | £1078.95 | BACS | Nature Reserve Disclaimer Signs |

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

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

F.184/22-23 Accounts/Budget Progress 2022/23

- Noting of February 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

For the benefit of the new councillors, a brief overview was provided regarding the bank reconciliation and a summary of accounts was provided.

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

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

F.185/22-23 To consider and agree the annual Risk Management document *sent out in advance*

Members considered the document.

Cllr Wilcox **PROPOSED** to agree the Risk Management document.

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

F.186/22-23 Feedback from Internal Controls – QTR's 2 and 3.

Mrs Webster provided an overview on what controls were checked. Both QTR's had been conducted by Cllr Lee and he had found no recommendations.

Cllr Barwood **PROPOSED** to agree the outcome of QTR's 2 and 3 Internal Controls

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

F.187/22-23 To consider and agree expenditure not exceeding £505.00 for independent audit services by Iain Selkirk for 2022/23 financial accounts.

Cllr Wilcox **PROPOSED** to agree the above expenditure and to accept Iain Selkirk as the council's independent auditor for 2022/23.

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

F.188/22-23 Items from Community Buildings Committee:

Nothing further to report than that reported at Full Council.

A brief discussion took place regarding the Social Club repayments which are due to be reviewed end of financial year.

F.189/22-23 Items from Recreation & Amenities Committee:

Cllr Wheatley provided a brief financial overview.

Members discussed Druids Oak. Cllr Ranford suggested looking into Fundraising opportunities.

F.190/22-23 Items from Planning & Development Committee:
Nothing to report of a financial nature.

F.191/22-23 Further Business for Referral:
None

F.192/22-23 Date of Next Meeting – 3rd April 2023 - Quedgeley Community Centre at 7.30pm.

Noted.

Meeting concluded 20.15 hrs