

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT QUEDGELEY COMMUNITY CENTRE ON MONDAY 6th November 2024

PRESENT Cllr Wnukowska, Cllr Lee, Cllr Smith, Cllr Powell, Cllr Wilcox, Cllr Pearce and Cllr McAllan

OFFICER PRESENT: Mrs J Webster – Town Clerk & RFO

F.090/24-25 Apologies.
Apologies were received and noted from Cllr Weston.

F.091/24-25 Declarations of Interest.
None

F.092/24-25 To Approve the Minutes dated 7th October 2024
Cllr Lee **PROPOSED** to adopt the above Minutes as a true and accurate record.
Seconded: Cllr Smith: Vote: unanimous: **So resolved**

F.093/24-25 To report on previous actions set on 7th October 2024
F.054/24-25 – Annual Maintenance – Tractor Costs- Costs were provided by the Kingsway Sports Pavilion Groundsman and noted for the future budget.

F.094/24-25 Correspondence
None

F.095/24-25 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.

Mutts Butts - QTC	£801.60	BACS	Dog Bags
M&D Property – R&A/QCC/WSC/KCC/KSP/QTC	£5302.52	BACS	Groundsman and Handyman Contract
Replay Maintenance – wsc	£3055.50	BACS	Astro Maintenance Contract

Dog Bag revenue was discussed.

Noted

To note bank transfers

None

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

F.096/24-25 To Note the following Accounts Paid by **cheque prior to the Publication of the Agenda for £500.00 or over.**

None

F.097/24-25 To Approve the following Accounts Paid, for Payment and any other Accounts Received since Publication of the Agenda for £500.00 or over.

Aquasafe – QTC	£885.60	BACS	Legionella costs
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Intocleaning – QTC	£2829.86	BACS	Cleaning costs QCC
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Cllr Pearce **PROPOSED** to approve the above payments.
 Seconded: Cllr Lee: Vote: unanimous: **So resolved**

F.098/24-25 Accounts/Budget Progress 2024/25

- Noting of October 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 October bank reconciliation was signed by the Chair.

Cllr Wilcox advised that the figures are proving difficult to forecast at the moment due to the incoming and outgoing of large amounts, such as CIL. Members agreed that they might all benefit from inhouse training on Scribe and it was agreed that Mrs Webster would set up some training sessions. List of payments and receipts also to be run on scribe for the financial year and sent to Cllr Wilcox.

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

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

F.099/24-25 To consider and agree expenditure not exceeding £902.00 for Grant Application from Anton Mackman

Members received the application in advance of the meeting. Concerns were raised regarding whether the application meets the QTC Grants Policy. Other concerns were raised regarding how much marketing has taken place to ensure that the purpose of the grant meets the needs of the local community. After much discussion, Cllr Pearce **PROPOSED** to defer the application to the next F&GP meeting to provide time to gather more information. He further **PROPOSED** that the grants policy should be reviewed in full at the next F&GP meeting.
 Seconded: Cllr Lee: Vote: unanimous: **So resolved**

F.100/24-25 Items from Community Buildings Committee:

Cllr McAllan provided a verbal report to the committee covering the following:
 Quedgeley Community Centre – Fixed Wire Testing costings
 Kingsway Community Centre – Legionella costings
 Kingsway Sports Pavilion – Signage costings
 Waterwells Sports Centre – Signage costings/Legionella costings/Astro Turf from CIL

F.101/24-25 Items from Recreation & Amenities Committee:

With the absence of the Chair, nothing to report.

F.102/24-25 Items from Planning & Development Committee:

Nothing financial to report.

F.103/24-25 Further Business for Referral:

WIFI speed for buildings – refer to Community Buildings Committee
 Planning meeting technology – refer to Planning and Development Committee
 Remote Door Controls – refer to Community Buildings Committee

F.104/24-25 Date of Next Meeting – 2nd December 2024 - Quedgeley Community Centre at 7.30pm.

Noted.

Meeting concluded 20:30pm hrs