

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT QUEDGELEY COMMUNITY CENTRE ON MONDAY 6th January 2025

PRESENT Cllr Lee, Cllr Smith, Cllr Powell, Cllr Wilcox, Cllr Pearce and Cllr Weston

OFFICER PRESENT: Mrs J Webster – Town Clerk & RFO

F.124/24-25 Apologies.
Apologies were received and noted from Cllr McAllan

F.125/24-25 Declarations of Interest.
None

F.126/24-25 To Approve the Minutes dated 2nd December 2024
Cllr Pearce **PROPOSED** to adopt the above Minutes as a true and accurate record.
Seconded: Cllr Powell: Vote: unanimous: **So resolved**

F.127/24-25 To report on previous actions set on 2nd December 2024
None

F.128/24-25 Correspondence
None

F.129/24-25 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 – R&A/QCC/WSC/KCC/KSP/QTC	£4040.64	BACS	Groundsman and Handyman Contract
Quedgeley Circus Jam – S.137	£902.00	BACS	Grant Award
Scribe – QTC	£936.00	BACS	Scribe accounts system
Matt Hale – R&A	£2400.00	BACS	Tree Surgery
HMRC – QTC	£3883.25	BACS	Tax & NI

Noted

To note bank transfers

Business Account – Community Pantry	£898.10	Transfer	Bingo night cash and donation
--	---------	----------	-------------------------------

Noted

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

F.130/24-25 To Note the following Accounts Paid by cheque prior to the Publication of the Agenda for £500.00 or over.

None

F.131/24-25 To Approve the following Accounts Paid, for Payment and any other Accounts

Received since Publication of the Agenda for £500.00 or over.

Intocleaning – QTC	£2829.86	BACS	Cleaning costs QCC
Gloucester City Council – KCC	£1250.00	BACS	Quarterly Rent KCC
General Reserves to Current Account	£50000.00	Transfer	Transfer of precept

Mrs Webster advised that the costs for her attending the Practitioners Conference on the 29th January of £626.00 have been refunded by SLCC as she is no longer able to attend.

Cllr Pearce **PROPOSED** to approve the above payments.
Seconded: Cllr Lee: Vote: unanimous: **So resolved**

F.132/24-25 Accounts/Budget Progress 2024/25

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

Cllr Wilcox advised that the budget is currently running on course with income remaining healthy.

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

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

F.133/24-25 To consider and agree expenditure not exceeding £420.00 for SLCC Membership renewal.

Cllr Pearce **PROPOSED** to agree to the above.

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

F.134/24-25 Revision of Grants Policy

Members reviewed the updated grants policy.

Cllr Lee requested a grammatical change. A show of hands showed 4 against the change and 2 for.

Cllr Powell therefore **PROPOSED** the Grants Policy as written be accepted by the Committee.

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

F.135/24-25 To consider future audit requirements

To consider and agree expenditure not exceeding £500.00 for the services of Iain Selkirk FCA.

Following much discussion it was agreed that reservations remained with moving Audit services to GAPTC.

Cllr Powell **PROPOSED** to accept the quote from Iain Selkirk for his services for the 2024/25 budget and to also investigate alternative audit services for the future and to feed back at the August F&GP meeting.

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

F.136/24-25 Items from Community Buildings Committee:

Cllr Powell asked about remote locking for centres. Cllr Wilcox advised this had been discussed previously but was no longer under consideration.
Nothing further to report.

F.137/24-25 Items from Recreation & Amenities Committee:

Cllr Weston reported on the following:
£30.00 expenditure for wreath for Ypres
Budget 25/26 has been discussed and it was agreed to implement a long-term plan to address additional equipment for Druids Oak and updating of Bristol Road Rec.

F.138/24-25 Items from Planning & Development Committee:

Nothing financial to report.

F.139/24-25 Further Business for Referral:

2025/26 budget setting – Cllr Powell **PROPOSED** that an extra ordinary F&GP meeting be arranged to set the new financial budget.

Vote: unanimous: **So resolved**

F.140/24-25 Date of Next Meeting – 3rd February 2025 - Quedgeley Community Centre at 7.30pm.

Noted.

Meeting concluded 19:55pm hrs