

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at the Loddon Hall, Twyford on Tuesday 19th January 2016 at 7.45pm.

Present: - Mrs B Ditcham (Chairman), Mr J Bowley, Mr Fergusson & Mr R Mantel.

In attendance: Clerk.

1. **Public Questions** – none.

2. **Apologies** – Mr T Winchester.

3. **Declaration of interest in items on the agenda** – none.

4. **Minutes of the meeting held on 7th December 2015.** Proposed Mr R Mantel seconded Mr D Fergusson. Carried unanimously.

5. **Matters arising and action points**

6. **Clerk's Report**

- Bank balances as at the end of December 2015. Current account £22,398.41, deposit account £49,645.34, income bonds £37,000, national savings account £1,055.43 and Twycombe Lodge tenants deposit account £3,006.39.
- VAT return for December 2015 £1,771.96.
- Expenditure against Budget and Capital Statement as at 31st December 2015. Figures approved and noted.
- Blackrock Greater Europe dividends of £55.41 & £870.33.
- Zurich Insurance claim - £747.44
- Community Emergency Plan – Mrs Ditcham had looked at the plan and proposed no action. It was agreed that at the time of an emergency it would be decided whether to open the Stanlake Pavilion or not.
- CCB – Sector led body Audit Procurement. Further information had been provided and the indicative cost of the audit would be £300. The committee agreed not to opt out.
- Photocopier / contract. The copier contract can continue to roll on a quarterly basis. The Council currently pay £72 a quarter for toner and maintenance, this is more expensive because the machine is old and replacements parts and toner are more expensive. The Council have been offered a second hand machine at a cost of £480 with the running costs reducing to £14 a quarter. Proposed Mr D Fergusson, seconded Mr J Bowley to **RECOMMEND to Full Council** to purchase the copier at a cost of £480. Agreed for the old copier, if it cannot be part exchanged, to be donated to Age Concern or through TVP.
- Risk Assessments – the 2015 risk assessments have been completed and circulated to the Planning and Amenities committee and Parish Lands committee for consideration.

7. **Budgets & precept 2016/17**

Budget for 2016/17 agreed. Proposed Mr R Mantel, seconded Mr J Bowley to **RECOMMEND** to Full Council a budget of £72,797.73. Motion carried unanimously.

Precept for 2016/17 agreed. Proposed Mr D Fergusson, seconded Mr R Mantel to **RECOMMEND** to Full Council a 2016/17 precept of £72,797.73. Motion carried unanimously.

8. **Correspondence:**

8.1 Involve Community x 4 – update – circulated by email. Noted.

8.2 Berkshire Youth – What's on – circulated by email. Noted.

8.3 CCB – Resilient Community meetings - circulated by email. Noted.

8.4 CCB- Postcode Community Trust - circulated by email. Noted.

8.5 Scottish & Southern Energy – new applications & quotes to be dealt with Southern Electric Power Distribution. Noted.

8.6 Wokingham Borough Libraries Newsletter x 2 - circulated by email. Noted.

8.7 BALC Newsletter - circulated by email. Noted.

8.8 Berkshire Pension Fund – end of contracting out - circulated by email. Noted.

8.9 Wokingham Sports Council AGM - circulated by email. Noted.

8.10 Involve - Voluntary Sector Update - circulated by email. Noted.

9. Annual Parish Meeting – The Church Office have asked if the Council can reschedule their meeting to 27th April 2016. Agreed that the Council would re-schedule if the guest speaker can attend the revised date. RG10 advertising costs of £195 were approved. Agreed to have the advert on a pink insert. Mrs Ditcham and Mr Bowley volunteered to sort the leaflets into bundles of 100. The agenda had been circulated for approval and amendments were made.

10. Grant requests

10.1 The Link Visiting Scheme – proposed Mr R Mantel, seconded Mr J Bowley to **RECOMMEND** to Full Council make a section 137 grant of £50 to The Link Visiting Scheme. Motion carried unanimously.

11. Items to be considered from other Committees

11.1 Planning and Amenities 05.01.2016 – no items

11.2 Parish Lands 12.01.2016 -

RECOMMEND to Council to accept the quote of £498 for a replacement gate entrance at the Wargrave road / tennis court entrance. The committee agreed there are sufficient funds for this.

12. Date of next meeting - Tuesday 16th February 2016.

The meeting closed at 8:54 pm.