

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at the Loddon Hall, Twyford on Tuesday 15th March 2016 at 7.45pm.

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

In attendance: Clerk.

1. **Public Questions** – none.
2. **Apologies** – none.
3. **Declaration of interest in items on the agenda** – none.
4. **Minutes of the meeting held on 19th January 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 January 2016. Current account £21,813.21, deposit account £49,649.42, income bonds £37,000, national savings account £1,055.43 and Twycombe Lodge tenants deposit account £3,006.64.
 - VAT return for January 2016 £793.93.
 - Bank balances as at the end of February 2016. Current account £18,849.30, deposit account £62,938.46, income bonds £37,000, national savings account £1,055.43 and Twycombe Lodge tenants deposit account £3,006.77.
 - VAT return for February 2016 £430.04.
 - NS&I investment statement. Noted.
 - Henderson Investment Statement. Noted.
 - BT dividend £45.76 received.
 - Precept figure submitted.
 - The Pension Regulator – Information noted.
 - Photocopier / contract – The Committee had previously made a recommendation to Council to purchase a second hand machine at a cost of £480 with the running costs reducing to £14 a quarter. The recommendation was passed back to the committee to consider purchasing a new printer. The clerk had obtained two quotes for printers. A Samsung M2875FD A4 Mono Multifunction Laser printer at £152.63 and a Samsung M2675FN A4 Mono Multifunction Laser printer at £79. Based on existing usage a new cartridge costing £30 would be required monthly and a new drum costing £40 would be required every 9 months. Annual costs would therefore be £413. It was therefore agreed to make the original recommendation once again. Proposed Mr T Winchester, seconded Mr R Mantel to **RECOMMEND to Full Council** to purchase the copier at a cost of £480 with a contract covering running costs of £14 a quarter.
 - Risk Assessments – no items to report.
7. **Correspondence:**
 - 7.1 NHS Berkshire Network – circulated by email. Noted.
 - 7.2 Berkshire Pension Fund – training session 3rd or 9th March. Noted.
 - 7.3 Berkshire Youth - What's On – circulated by email. Noted.
 - 7.4 WBC Libraries – February Newsletter – circulated by email. Noted.
 - 7.5 Berkshire Pension Fund – Inscribe – circulated by email. Noted.
 - 7.6 WBC Libraries – February half term events – circulated by email. Noted.
 - 7.7 WBC – Introducing Select Business Services. Noted.
 - 7.8 Berkshire Youth – Wants on in March – circulated by email. Noted.
 - 7.9 Berkshire Carers – Spring newsletter – circulated by email. Noted.
 - 7.10 Wokingham Borough Libraries March Newsletter - circulated by email. Noted.

- 7.11 Berkshire Pension Scheme – Employer meeting - circulated by email. Noted.
- 7.12 Network rail – Biodiversity - circulated by email. Noted.
- 7.13 Involve Community – training needs - circulated by email. Noted.
- 7.14 Loddon River Catchment – training and information - circulated by email. Noted.
- 7.15 Involve Community – Community Awareness Safeguarding - circulated by email. Noted.
- 7.16 NHS Berkshire Health Network – care commissioning meeting 09.03.016 - circulated by email. Noted.
- 7.17 WBC – Community Resilience – circulated by email. Noted.
- 7.18 Daisy’s Dream Diary of Events - circulated by email. Noted.
- 7.19 Involve Community – The Chain – circulated by email. Noted.
- 7.20 Berkshire Pension Scheme – Investment pooling – circulated by email. Noted.
- 7.21 BALC Newsletter – January/February/March 2016 – circulated by email. Noted.
- 8. Annual Parish Meeting** – Mrs Ditcham agreed to organise the refreshments.
- 9. CIL monies** – Receipt of £13,286.46 with another instalment of £13,285.45 paid on 8th March.
- 10. Grant requests**
- 10.1 Relate Reading - Proposed Mr D Fergusson, seconded Mr J Bowley to **RECOMMEND** to the Full Council that a section 137 grant of £210 be made to Relate Reading. Carried unanimously.
- 10.2 St Mary’s Church – Queen’s Birthday Celebrations – the committee asked where the other funding for the event would come from. Agreed to consider this application again in April.
- 11. Items to be considered from other Committees**
- 11.1 Planning and Amenities 02.02.2016 & 01.03.2016 – none.
- 11.2 Parish Lands 09.02.2016 & 08.03.2016
- The committee agreed there are sufficient funds for the Children’s play park (toddler side) project. It will be funded with £8,117 section 106 funding, £26,572.91 CIL monies and the remainder of £5,310.09 from the Councils Capital. This will be claimed back though the precept at £1,000 a year for 5 years starting in the year 2017/18. Carried unanimously.
- 12. Date of next meeting - Tuesday 19th April 2016.**

The meeting closed at 8:34 pm.