

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at the Loddon Hall, Twyford on Tuesday 18th September 2018 at 7.45pm.

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

Minutes: Mrs L Moffatt (Clerk).

1. **Public Questions** – None.
2. **Apologies** – None.
3. **Declaration of interest in items on the agenda.** Mr R Mantel declared that he is a trustee of Twyford Snooker Club (item 12.1).
4. **Dispensations.** None.
5. **Minutes of the meeting held on 17th July 2018** Approval of the minutes.
Proposed Mr T Winchester, seconded Mrs B Ditcham, carried nem con.
6. **Matters arising and action points** - none.
7. **Clerk's Report**
 - Bank balances as at the end of July 2018. Current account £34,980.12, deposit account £95,410.14, income bonds £37,000, national savings account £2,281.63 and Twycombe Lodge tenants deposit account £3,009.09. Noted.
 - VAT return for July 2018 £758.01. Noted.
 - Bank balances as at the end of August 2018 – carried forward.
 - VAT return for August 2018 – carried forward.
 - £60 compensation received from Nat West for the confusion over the change of signatories.
 - Office overtime reported: April - 8.5 hours, May - 8 hours, August - 4 hours (plus 22 fete hours), September – to be confirmed. Agreed for this to be added to the October agenda.
 - The clerk expressed an interest in studying for CiLCA. Registration fee £250 (before 1st October and £350 after) and the cost of the BALC training sessions (cost dependent on the take up). Four mentoring sessions are scheduled for 26/11, 18/02, 15/04 & 17/06. Discussion took place on the cost involved and benefit to the Council. Carried forward pending costing for the course.
 - Henderson UK Alpha Fund investment statement. Noted.
 - The Annual Governance & Accountability Return has been concluded by the external auditors. The notice which is a statutory requirement is on display on the main noticeboard. Noted.
 - Phone line (Assistant Clerk) – the assistant clerk is continuing to log telephone problems with Mr Bowley.
 - Computer support – Mr Jarvis will pass on the details of a contact to the clerk. Quotes to be sought.
 - Data Protection Regulations update – ongoing actions to be carried forward.
 - Data Protection Officer update – BALC £60 charge WBC & ICO membership. Awaiting costs from WBC.
8. **CIL – to consider contributing to the Children's centre for NHS services** A lengthy discussion took place. Questions had been sent to WBC asking about the decision to plan to integrate NHS services with the Children's centres. The decision was an operational one and did not include plans for funding transfers. Mr J Bowley proposed, Mr T Winchester seconded to **RECOMMEND to Full Council** to contribute no CIL monies. In favour, 1 against, motion carried.
9. **Risk Assessments** no reports.
10. **To customise and approve NALC 2018 standing orders & to consider making changes for the Fete Committee election of Chairman and Vice-Chairman.** Agreed that Mr Fergusson would draft a paragraph to be added to the amended standing orders to be circulated for approval.
11. **Review of Policies** – carried forward.
12. **Grant Requests**

12.1 Twyford Snooker Hall – the committee requested further information on the current financial situation and funding received from other bodies.

13. Citizen of the year award (feedback from JD from Twyford Together) – to agree recipient of the 2018 award and purchase of gift (dealt with under Part 2)

14. Correspondence circulated by email:

14.1 BALC Important Announcement (circulated 27.07.18) Noted.

14.2 Citizens Advice AGM Wokingham (circulated 30.07.18) Noted.

14.3 WBC CIL Neighbourhood proportion bid (circulated 27.07.18) Noted.

14.4 Berkshire Pension Fund Newsletter (circulated 01.08.18) Noted.

14.5 Wokingham Youth Provision (circulated 30.07.18) Noted.

14.6 CIL Infrastructure (circulated 26.07.18 & 31.08.18) Noted.

14.7 Involve Wokingham – The Chain newsletter (circulated 02.08.18, 15.08.18, 31.08.18 & 17.09.18) Noted.

14.8 WBC RE: CIL & Infrastructure information sharing between WBC & Parishes (circulated 17.09.18) Noted.

14.9 Polehampton charities 2017 accounts Noted.

14.10 Email – Mr D Fergusson – Standing Orders review. Noted.

14.11 HM Land Registry BK491554 Land at Twyford, Reading – application for registration of the land by adverse possession.

Mr J Jarvis proposed to **RECOMMEND to Full Council** to ask a solicitor to confirm that we do not own the land and have no need to object. There was no seconder and the motion fell.

Mr T Winchester proposed and Mrs B Ditcham seconded to **RECOMMEND to Full Council** no action. 5 in favour, Mr J Jarvis requested that his vote was recorded as being against. Motion carried.

15. Items to be considered from other Committees

15.1 Planning and Amenities 07.08.18 & 04.09.18 – no items.

15.2 Parish Lands 11.09.18 – no items.

15.3 Fete Committee – no meeting.

16. Date of next meeting - Tuesday 16th October 2018.

Part 2 discussion

Item 13.0 discussion –

The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C “That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. Proposed Mr T Winchester, seconded Mr J Jarvis, carried unanimously. The public left the meeting.

Discussion took place on the Twyford Citizen Award.

Agreed that as the Chairman and Vice Chairman are unable to attend Mrs J Duffield will attend the presentation evening and Mr T Winchester agreed to be the reserve.

17. Date of next meeting - Tuesday 16th October 2018.

The meeting closed at 9.02pm.