

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held on Zoom on Tuesday 8th December 2020 at 7.45pm.

Present: - Mr T Winchester (Chairman) present from 19:53 onwards, Mr J Bowley, Mrs B Ditcham, Mr J Jarvis, Mr R Mantel & Mr C Wickenden.

Minutes: Mrs L Moffatt (Clerk).

In Mr Winchesters absence Mr C Wickenden (Vice Chairman) opened the meeting.

1. **Public Questions are invited in advance of the meeting via email, telephone or in writing.** None.
2. **Apologies.** None.
3. **Declaration of interest in items on the agenda.** None.
4. **Minutes of the meeting held 17th November 2020** Proposed Mrs B Ditcham, seconded Mr R Mantel to approve minutes as a true and accurate record. Approved unanimously.
5. **Matters arising and action points.** None.
6. **Budgets and Precept.** The figures were reviewed. Planning and Amenities are yet to include budget figures for gateways and defibrillators. Agreed for the gateways to be paid using the £3,000 ringfenced funds and the remainder from the Councils capital or CIL. Mr J Jarvis asked the Council to consider budgeting for provision of youthwork. The Parish Lands committee are considering outreach youth work for Parish Lands. Agreed that the Finance committee also consider budgeting for outreach youthwork on a wider basis. To be added to the January agenda.

The draft precept figures were reviewed. The figures, as they stand, will increase the Parish Council part of residents council tax by £2.05 a year for a band D property [from £35.52 a year to £37.57 a year]. This is almost a 6% increase and the committee felt that this wasn't an acceptable increase. Agreed for the Planning & Amenities and Parish Lands committees to look at savings that can be made. Alternatively the Council's capital funds could be utilised.

Mr T Winchester took over chairing the meeting.

7. Clerk's Report

- 7.1 Bank balances as at the end of November 2020
Nat West current account £24,989.35, Unity Trust current account £56,357.94, Deposit account £6,960.20, income bonds £157,000, National Savings account £3,128.31 and Twycombe Lodge tenants deposit account £3,019.65
 - 7.2 VAT return for November 2020 - £934.23
 - 7.3 Insurance claim - claim for defibrillator submitted 8.12.20. Noted.
 - 7.4 Charles Arnold Baker – edition 12 £119.99. Proposed Mr R Mantel, seconded Mr J Jarvis to purchase the new edition at a cost of £119.99. Motion carried unanimously.
 - 7.5 CIL – spending opportunities with WBC projects – the Council considered the two proposals presented by Highways, WBC. One was for improved signage for pedestrians and cyclists and the other for Electric Vehicle charge points. The committee considered that the Councils own projects should take priority.
 - 7.6 Data Protection Regulations update – no items to report.
 - 7.7 Covid-19 risk assessment – this was updated with the Tree planting event. Noted.
 - 7.8 Risk assessments – 2020 risk assessments to be completed by the next meeting.
8. **Action plan session** (referred from Full Council) – to agree a date and agenda. Proposed Mr T Winchester, seconded Mr C Wickenden to defer the meeting until the Council can meet in person. Motion carried nem con.
 9. **Citizen of the year award** – presentation in absence of Twyford Together awards ceremony. This wasn't organised before lockdown. Agreed to try and present the award again.

- 10. Website** – a news item to include the tree planting day was added. The committee agreed that the social media posts are visible and enquired as to how many hits the website is reaching. The clerk will ask the website contractors. Some social media posts are reaching an audience of over 2,500.
- 11. Neighbourhood Plan Grant Application update** – the clerk has submitted the due diligence information and the Council should hear further within 10 days.
- 12. Review of Policies**
12.1 Investment policy (JJ) – carried forward.
- 13. Grant Requests** – no requests
- 14. Correspondence.**
14.1 LCPD People News 22.10.20. Noted.
14.2 Involve Chain Newsletter 26.11.20. Noted.
14.3 HALC - 12th edition of Arnold-Baker on Local Council Administration 26.11.20. Noted.
- 15. Items to be considered from other Committees**
15.1 Planning and Amenities 01.12.20 – no items to be considered
15.2 Parish Lands 03.12.20 – no items to be considered
- 16. Date of next meeting** - 19th January 2021

The meeting closed at 20:30 pm.