

Bourton-on-the-Water Parish Council

Minutes of a meeting of the Finance & General Purposes Committee
held at 7pm on Thursday 3rd November 2022

in the Windrush Room at The George Moore Community Centre

Those Present: Cllr B Hadley (Chairman), Cllrs S Coventry, A Davis, L Hicks, B Sumner.

In Attendance: Sharon Henley, Clerk/RFO

Members of Public: None.

- 1) Apologies for absence: Cllr A Roberts.
- 2) Declarations of Interest: There were none.
- 3) Approval of draft minutes of the Finance & General Purposes Committee held on 21st July 2022. It was noted that the July minutes had been approved at the August Extraordinary meeting and included on this agenda in error. The August minutes to be approved at the next F&GP meeting.
- 4) Public Session: None were present.
- 5) Matters Arising: The Redwood Bank account was now open, as reported to full Council.
- 6) Financial Reports: (Papers 1a, b & c)
 - a) To note the Financial Report, Summary of Receipts and Payments and Bank Reconciliation (as approved at the November Council meeting). Noted.
 - b) To agree any budget adjustments or virements required: As discussed at the Extraordinary Council meeting, quotes were being sought for the roof repair at the GMCC. Arrangements for budgeting to be agreed once quotes had been obtained, dependant on the timescale for the work to be completed.
- 7) Earmarked Reserves (Paper 1d): The Clerk/RFO was investigating the earmarked reserve figure for the Platinum Jubilee figure which did not reflect the sum agreed at Council.
 - a) SSEN Resilience Grant: To review current balance, agree further actions for EMR. It had been agreed at the 2nd November Council meeting that these funds would be used for the remedial work to the Rye Crescent play area.
 - b) Rye Crescent: To review recommendation by the Clerk/RFO to create an EMR for purchase of new play equipment and allocate £10,000 from General Reserves towards the project. Following discussion, committee APPROVED to move £20,000 from General Reserves to a new Earmarked Reserve for new play equipment at Rye Crescent as the current equipment was failing and expensive to maintain. For agreement by full Council. Grant funding to be sought for the remaining project amount.
- 8) Quarterly Internal Checks:
 - a) Q1 (Apr-June 2022) checks (Paper 2): To note and agree further actions. Some minor matters had been raised and the Clerk ran through resolutions and explanations. No further actions were required.
 - b) To agree arrangements for Q2 (July-Sept) checks. Cllrs Hicks and Davis to meet at 10.30am on 17th November. For Q3 checks, Cllrs Roberts and Coventry to meet at 10.30am on Monday 16th Jan. Clerk to confirm with Cllr Roberts.
- 9) Petty Cash (Paper 3):
 - a) To approve reconciliation: The reconciliation sheet was APPROVED.
 - b) To approve the repayment of funds into the current account and the closure of petty cash. APPROVED.
- 10) CIL: To consider suitable projects for use of CIL funds of £1,629.29 for recommendation to Council. The Committee APPROVED to use funds towards the payment of remedial works to the MUGA. To be approved by full council.
- 11) Date of Next Meeting – 7pm on Thursday 26th January 2023 in the Windrush Room, The George Moore Community Centre.

There being no further business the meeting closed at 19.34 hours.