

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at The Loddon Hall, Twyford on Tuesday 11th November 2003, at 7.45pm.

Present: - Mr N Crush (Chairman) Mrs L Dane, Mr D Hymers

In attendance-Clerk Mr J March, Mr T Le Mare

1. Apologies- Mr R Mantel, Mr M Stillman, Miss P Lawrence and Mr A Parkin-White

2. Discussion with the Loddon Hall Council

Mrs M Wrigley – Secretary was present to represent them. She apologised that the Chairman was unable to be present due to personal commitments. Reference was made to a previous meeting when several issues were raised. Several of these have now been resolved including getting the lighting in the main hall repaired. The running of the social club was discussed and there are still some items that need to be discussed by their management committee at a meeting on 12th November. The main outstanding item is that the parish council are not being notified about meeting dates or receiving copies of agendas and minutes. Mr D Hymers requested a list of dates of future meetings and a list of addresses that they are sent to. Future plans were discussed. Several improvements have been made and Mrs J Warner is currently investigating the cost of improvements to the kitchen area. They have some funds available but will probably need additional assistance to cover the full cost of the project. Other possible improvements discussed were refurbishing the toilets and CCTV on the outside of the building. The Parish Council would give sympathetic consideration to any requests for a contribution towards the cost of any projects proposed.

3. Declarations of interest in items on the agenda- none

4. Minutes of the meeting held on 14th October 2003- Mr N Crush proposed, Mr D Hymers seconded, agreed unanimously.

5. Matters arising and action points

5.1 The Clerk has adjusted the values of Stanlake Pavilion and Twycombe Lodge on the insurance schedule and a premium refund of £154.74 has been obtained.

5.2 The Clerk has investigated the status of Stanlake Meadow. When the land was transferred to the council by WDC the following covenant was put in place:

3rd September 1979. A transfer of land in this title dated 3/8/79 by WDC (transferer) to Twyford PC (transferee) contains the following covenant.

The Transferee hereby covenants with the Transferer that the land hereby transferred shall not be used except for a purpose authorised by section 19 of the Local Government (Miscellaneous Provisions) Act 1976. The Clerk to investigate if this covenant provides long-term protection of the status of the land.

5.3 The Clerk confirmed that a payment of £1070 was received from Comets in May 2003 and had been posted into the Stanlake Meadow income.

5.4 The Clerk is collating the list of e-mails and will circulate those that are willing to release details in the near future.

5.5 The sale of 13 Syngenta shares produced £424.51 income.

5.6 The Clerk gave provided details of grants made during the previous year.

5. Clerks Report

- Bank balances as at end of October 2003
Current account- £3532.32 Deposit account- £16,512.59 Income bonds- £60,000, National Savings account-£2199.36.
- VAT return for October 2003- £826.64
- Dividends received- ICI - £24.75. Astra Zeneca - £87.45
- Provision of information on payments to be authorised. The Clerk provided a format that showed details of payments to be authorised. Agreed the format is acceptable and will be sent out with the main council agenda for comment.
- Cash flow – The Clerk gave details of the predicted cash flow which showed funds may need to be taken out of income bonds to cover the expenditure to the end of the financial year. Position to be monitored and Clerk to discuss further with Mr R Mantel.
- We have received the annual donation of £250 from Ruscombe Parish Council towards the cost of Loddon Hall car park.

6. Contract of employment for the Village Ranger

The Clerk presented a draft contract. Details relating to hours of work, hourly rate and payment arrangements were discussed and agreed. Clerk to prepare and issue.

7. Review of standing orders.

The only outstanding item is the wording of clause 23p. The following wording for this was suggested:

“To invite a member having a personal but non-prejudicial interest in the subject matter under debate to remain.”

This was discussed and it was agreed to **RECOMMEND** the adoption of this wording to the main council.

8.. Correspondence:

- 8.1 WDC Meeting of the Overview and Scrutiny Committee 11.11.03 - noted
- 8.2 WDC meeting of the Executive 30.10.03 – noted.
- 8.3 Letter from Zurich Insurance regarding terrorism exclusion clause on insurance policy - noted
- 8.4 WDC details of proposed polling stations now Twyford South has been designated as a separate polling district. – noted. It appears that residents will not be required to vote in Hurst.

9. Grant requests: -

- 9.1 TVCMI – decision deferred pending further clarification,
- 9.2 Home Start –Wokingham District – agreed to **RECOMMEND** to the main council that a payment of £50 is made.
- 9.3 Polehampton Infants School - agreed not to support this application. The Clerk to suggest they contact Polehampton Charities.
- 9.4 Keep Mobile – agreed to **RECOMMEND** to main council that a payment of £100 is made.

10 Items to be considered from other Committees

- 10.1 Planning and Amenities - none
- 10.2 Parish Lands – recommendation to spend £727 on bollards at KGVR car park area Wargrave Rd – noted. Recommendation to spend £2088 on new floor covering for Twycombe Lodge – noted.

11. Date of next meeting- Tuesday 9th December 2003

The meeting closed at 10.00pm