

## TWYFORD PARISH COUNCIL

**Minutes of a meeting of the Finance and General Purposes Committee held at The Loddon Hall, Twyford on Tuesday 14<sup>th</sup> January 2003, at 7.45pm.**

Present:- Mr R Mantel(Chairman) , Mrs L Dane, Messrs N Crush, J Fort, D Hymers, M Stillman, Mr R Thomas. In attendance-Clerk, Miss F Penn.

**1.Apologies** –Mr M Garrard.

**2. Declarations of interest**-none

**3.Minutes of the meeting held on 12<sup>th</sup> November 2002**- were agreed then proposed by Mrs Dane, seconded by Mr Hymers,and signed.

**4.Matters arising and action points**

4.1 All action points from the previous meeting cleared.

4.2 The Clerk confirmed the signed Audit Report had now been received and the notice of the public's right to inspect the report had been posted.

**5. Clerks Report**

- Bank balances as at end of November 2002 .Current account-£6181.99 Deposit Account-£348.69:National Savings-£25,234.37:Income Bonds-£80,000. Bank balances as at end of December 2002 .Current account-£4062.47 Deposit Account-£348.69:National Savings-£12016.73:Income Bonds-£80,000.
- VAT return for November 2002-£779.64, December –£146.37
- Quarterly Statement-The Clerk reported the income and expenditure up to 31 December 2002 and forecast to 31 March 2003, along with the capital account statement as at 31 December 2002. The Committee agreed the Clerk should reallocate the Ranger costs to the appropriate budget heading, put the clearance of the shed to capital, and the TVCMI element of the Clerk's salary to s.137 for the year end figures.

**6. Correspondence:**

6.1 Letter from Natwest re free banking-noted.

**7. Grant requests:**

7.1 Polehampton Junior School- The Committee agreed to RECOMMEND TO COUNCIL to loan £4,000 to Polehampton Junior School ,repayable over 4 years for their play equipment project. Mrs Dane proposed, Mr Stillman seconded, agreed unanimously.

7.2 NSPCC-Berkshire project-The Clerk to issue standard reply re national charities.

7.3 Berkshire Blind Society- The Committee RECOMMEND TO COUNCIL under s.137 (of the local Government Act 1972) that a grant of £110 be awarded for services to the local community. Mr Stillman proposed, Mr Hymers seconded, agreed unanimously

7.4 Wokingham Job Support-The Clerk to respond that the service does not fulfil the criteria for a grant.

**8. 2003 Budget figures-** The Committee worked through the Admin budget. The Clerk to check the costs for her salary and national insurance contributions for 2003. The Committee discussed the submissions from the other Committees and decided that the new path at the Millennium Garden should be capital expenditure and the carpets at Twycombe Lodge recovered

through the precept at a rate of £500 per annum. The Clerk to re-work the figures for final discussion at the next meeting.

**9. Items to be considered from other Committees**

9.1 Planning and Amenities-none

9.2 Parish Lands -none

**10. Date of next meeting- Wednesday 12<sup>th</sup> February 2003**

**The meeting closed at 9.15pm**

### **ACTION POINTS FROM FINANCE COMMITTEE 14.01.03**

1. The Clerk to reallocate the Ranger costs to the appropriate budget heading, put the clearance of the shed to capital, and the TVCMI element of the Clerk's salary to s.137 for the year end figures.
2. The Clerk to rework the budget figures for final approval at next month's meeting.