

# TWYFORD PARISH COUNCIL

## Minutes of a meeting of the Finance and General Purposes Committee held at The Loddon Hall, Twyford on Tuesday 15<sup>th</sup> February at 7.45pm.

Present: - Mr R Mantel (Chairman), Mrs L Dane, Mr N Crush, Mr J Fort, Dr M Garrard.

In attendance - Clerk Mr J March.

1. **Public questions** - none
2. **Apologies**- Mr J Bowley, Mr D Hymers.
3. **Declarations of interest in items on the agenda**- none
4. **Minutes of the meeting held on 11<sup>th</sup> January 2005** Proposed by Mrs L Dane, seconded by Mr N Crush. Carried unanimously
5. **Matters arising and action points**
  - 5.1 The Clerk to continue investigations regarding the rates demand for Stanlake Pavilion. The Clerk updated the meeting on discussions that have been held with the rating evaluation office and Yellow Brick Nursery. A letter has also been sent to WDC explaining the current position.
  - 5.2 The Clerk to update Standing Orders and circulate them to committee members. Completed
  - 5.3 The Clerk to reply to Miss Lauren Mulcahy and Wokingham Job Support Centre regarding their grant requests. Completed
6. **Clerks Report**
  - Bank balances as at end of January 2005.  
Current account £4,383.14. Deposit account £28,359.11, including £176.78 interest received. Income bonds £50,000. National Savings account £2403.73
  - VAT return for January 2005. £327.52
  - Dividends received. – BT £40.56
  - Appointment of Internal Auditor. Mr G Weir is available to carry out the year-end internal audit. Agreed to **RECOMMEND** the appointment of Mr Weir as internal auditor to The Full Council.
7. **Precept 2005/6.** Discussions held on the figures for the precept for 2005/6. One minor adjustment made and agreed to **RECOMMEND** final figure of £54,700 to the Full Council.
8. **Freedom of information Act 2000.** The Clerk gave details of the explanatory notes he has received. Noted that all requests must be received in writing with full details of the applicant making the request including their address. One minor change required in standing orders so all enquiries are passed via the Clerk. Agreed that applicants will be invited to attend before the commencement of one of the council's scheduled meetings to receive the information requested.
9. **Review of Standing Orders.** Proposed changes discussed. One further alteration made regarding Freedom of Information Act. Proposed Dr M Garrard, seconded Mrs L Dane and agreed unanimously to **RECOMMEND** to the Full Council for approval. The Clerk to update and distribute at the Full Council Meeting.
10. **Correspondence:**
  - 10.1 WDC Meeting of Scrutiny Committee 03.02.05 - noted
  - 10.2 WDC Meeting of the Council 27.01.05 - noted
  - 10.3 WDC Meeting of the Executive 27.01.05 - noted
  - 10.4 WDC Meeting of the Licensing and Appeals Committee 01.02.05 - noted
  - 10.5 WDC Minutes of Committee Meetings 14.12.04 – 12.01.05 - noted

10.6 BALC - Royal Garden Party 19.07.05 – Agreed to **RECOMMEND** to Full Council that Mr D Hymers be nominated.

**11. Grant requests:**

11.1 Wokingham CAB. A grant has already been made in October 2004.

Agreed to **RECOMMEND** to Full Council that another grant is not made at this time.

11.2 Westmead Support Group – more information to be requested on source of donations and location of clients.

11.3 Twyford, Wargrave and District Volunteer Centre. A grant has already been made in October 2004. Agreed to **RECOMMEND** to Full Council that another grant is not made at this time.

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

12.1 Planning and Amenities - no items

12.2 Parish Lands - no items

**13. Date of next meeting- Tuesday 15<sup>th</sup> March 2005**

**The meeting closed at 9.03pm.**