

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at The Loddon Hall, Twyford on Tuesday September 13th 2005 at 7.45pm.

Present: - Mr R Mantel (Chairman), Mr D Hymers, Mr J Bowley, Mrs S Harriott – Kerr and Mrs L Dane.

In attendance - Clerk Mr J March.

1. **Public questions** - none
2. **Apologies**- Mr N Crush.
3. **Declarations of interest in items on the agenda**- none
4. **Minutes of the meeting held on 12th July 2005.** Proposed by Mrs L Dane seconded by Mr J Bowley. Carried unanimously.

5. **Matters arising and action points**

- 5.1 The Clerk to continue investigations regarding the rates demand for Stanlake Pavilion. Standing Order 66 applied in view of the confidential nature. The Clerk has written to Mrs Wilkinson and had a meeting with her to discuss the payment of the rates. She has written to the council making an offer of part payment. Copies of the Clerk's letter and Mrs Wilkinson's reply circulated to committee members. Following discussions it was agreed that the Clerk bills Mrs Wilkinson for this year's rates as agreed by her and writes to her asking for full payment of the remaining amount due. The rates demands from WDC to be paid to prevent any further follow up action being taken by them.
- 5.2 The Clerk to correct figures on the capital account statement. Completed.
- 5.3 The Clerk to complete the risk assessment check sheets and draw up recommendations for action. See item 7
- 5.4 The Clerk to add the CCTV equipment to the insurance policy. Completed
- 5.5 The Clerk to send comments on section 106 agreements to the Woodley Town Clerk. Completed
- 5.6 The clerk to distribute for the next meeting copies of the contract, pay scales, population scales and the documentation received about the new model contract. Completed

6. **Clerks Report**

- Bank balances as at end of July - Current Account £3,2028.24, Reserve Account £15,354.19, Income Bonds £50,000 and National Savings Account £3,937.93 which includes £743.70 interest received. August - Current Account £4,077.84, Reserve Account £14,354.19, Income Bonds £50,000, National Savings account £3,937.93.
- VAT return for July £669.56 and August £6.42.
- Dividends received. –Charter Pan European £13.99, BT £67.60, O² £23.40 and Henderson Global £271.08.
- Electricity Contract for Stanlake Pavilion. The Clerk has received notice of renewal of the two-year contract. There is a considerable increase in the unit rates but this is in line with market increases. A quote has been obtained from an alternative supplier - Powergen, which is higher than that of our existing supplier Scottish and Southern Energy. A 2% surcharge can be avoided if payment is made by Direct Debit. Proposed by Mr D Hymers, seconded by Mrs L Dane that the Clerk renews the contract with the existing supplier and that payment is made by direct debit. Agreed 3 for, 2 abstentions.

7. Risk Assessment Procedure. The Clerk is working through the check sheets provided in the computer programme to identify the risks relating to the Council's operations. He is drawing up a list of recommended action for consideration by each committee.

8. Correspondence:

- 8.1 WDC– Licence transfer application J W Greens – noted.
- 8.2 WDC Meeting of the Executive 28.07.05 – noted.
- 8.3 WDC Minutes of Committee meetings 06.06.05 – 30.06.05 – noted.
- 8.4 WDC meeting of the Council 28.07.05 – noted.
- 8.5 WDC meeting of the Licensing and Appeals Committee 25.07.05 and 07.09.05. - noted
- 8.6 WDC External Funding Bulletin – noted.
- 8.7 WDC Funding available for town twinning projects - noted.
- 8.8 ICI Interim report - noted.
- 8.9 Astra Zeneca half-year results - noted.
- 8.10 Charter Pan European Trust Interim report – noted.
- 8.11 WDC Meeting of the Scrutiny Committee 14.09.05 – noted
- 8.12 National Funding Report - noted.

9. Grant requests:

- 9.1 Twyford, Wargrave and District Volunteer Centre. Proposed by Mr J Bowley, seconded by Mr D Hymers to **RECOMMEND** to the Full Council that a grant of £320 is made. Carried for 4, 1 abstention.
- 9.2 SSAFA Forces Help – additional information provided on their activities. Proposed by Mr D Hymers, seconded by Mrs L Dane to **RECOMMEND** to the Full Council that no grant is made. Carried unanimously.
- 9.3 TVCMI. Proposed by Mr J Bowley, seconded by Mr S Harriott-Kerr to **RECOMMEND** to the Full Council that a grant of £300 is made. Carried for 4, 1 abstention.
- 9.4 Serinette Ladies Choir. Proposed by Mr D Hymers, seconded by Mr J Bowley to **RECOMMEND** to the Full Council that no grant is made. Carried unanimously.
- 9.5 Wokingham CAB. Proposed by Mr J Bowley, seconded by Mr D Hymers to **RECOMMEND** to the Full Council that a grant of £210 is made. Carried unanimously.
- 9.6 Keep Mobile. Proposed by Mr J Bowley, seconded by Mr D Hymers to **RECOMMEND** to the Full Council that a grant of £210 is made. Carried unanimously.
- 9.7 Relate. A request has received regarding the use of spare rooms for consultation. Agreed the Clerk to reply that the council do not have anything they can offer.

10. Items to be considered from other Committees

- 10.1 Planning and Amenities 01.08.05 and 05.09.05 - none
- 10.2 Parish Lands 07.09.05 - none

11. Clerks Remuneration. The Clerk left the meeting during discussions on this item and Standing Order 66 applied in view of the confidential nature. The committee discussed further correspondence received. It was then resolved to await a report from the council's representative at the WDALC meeting to be held on October 13th.

12. Date of next meeting- Tuesday 11th October 2005

The meeting closed at 9.40pm.