

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at The Loddon Hall, Twyford on Tuesday 15th April 2008 at 7.45pm.

Present: - Mr R Mantel (Chairman), Mr D Hymers, Ms S Doughty, Mrs S Harriott-Kerr and Mr J Jarvis.

In attendance - Clerk Mr J March.

1. Public Questions – none.

2. Apologies – Miss C La Trobe, Mr N Crush and Mr J Bowley.

3. Declarations of interests in items on the agenda - None

4. Minutes of the meeting held on 11th March 2008. Proposed Mr D Hymers, seconded Mr J Jarvis and approved unanimously.

5. Matters arising and action points –

5.1 Mr D Hymers to consider the changes to the Model Contract of Employment for Clerks. Mr Mantel has contacted BALC offices and is awaiting a reply. Carried forward.

5.2 The Clerk to reply to Readibus regarding their grant request. Completed.

5.3 Mr R Mantel advised the committee about the proposed meeting with the Chief Executive of WBC to discuss the provision of new library facilities.

6. Clerks Report

- Bank balances as at end of March 2008 – Current account £3,189.81 Deposit account £22,052.65. Income Bonds £46,000, National Savings Account £4,075.6
- VAT return for January 2008 - £229.19 reclaimed.
- Dividends received – AstraZeneca £372.35. Charter European Trust £298.16
- Encashment of Telefonica Loan notes and purchase of shares. Mr Jarvis has obtained the application form to open an account with a stockbroker to purchase shares. Due to money laundering legislation this requires a considerable amount of personal information and proof of identity. Agreed Mr R Mantel to be one signatory and Mr N Crush to be asked if he is prepared to be the other signatory on the account. The Clerk to be nominated to have authority to request the purchase or sale of shares.
- Quarterly budget and capital statement to 31st March 2008. Figures also presented for the annual income and expenditure account and consolidated balance sheet. All figures discussed and agreed.
- Internal Audit – this has been carried out and the internal auditor is satisfied with the parish councils operating procedures.

7. Report of Chairman to APM. Draft report discussed and agreed.

8. Correspondence:

8.1 Zurich – inclusion of cover for Corporate Manslaughter defence. Noted

8.2 Keep Mobile invite to AGM. Noted.

8.3 Standards Board Town and Parish Standard March 2008. Noted.

8.4 WBC Meeting of Licensing and Appeals Committee 27.03.08. Noted.

8.5 WBC Meeting of The Executive 27.03.08. Noted.

8.6 WBC Minutes of Committee Meetings 21.01.08 – 11.03.08. Noted.

8.7 CCB Invite to take out membership. Agreed not to take up.

9. Grant requests –

9.1 Polehampton Swimming Association loan request. Proposed by Mr R Mantel, seconded by Mr D Hymers to **RECOMMEND** to the Full Council that a loan of £2,000 repayable at a rate of £1,000 a year be made. Carried unanimously.

9.2 Berkshire Blind Society. Proposed Mr D Hymers, seconded Ms S Doughty to **RECOMMEND** to the Full Council that a section 137 grant of £100 be made. Carried 4 for, 1abstention.

10. Items to be considered from other Committees

10.1 Planning and Amenities 07.04.08. No items requiring consideration.

10.2 Parish Lands 09.04.08. No items requiring consideration.

11. Date of next meeting- Tuesday 13th May 2008

The meeting closed at 9.15 pm