

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at The Loddon Hall, Twyford on Tuesday 14th October 2008 at 7.45pm.

Present: - Mr R Mantel (Chairman), Mr D Hymers, Mr J Bowley and Mrs S Harriott-Kerr.
In attendance - Clerk Mr J March.

1. Public Questions – none.

2. Apologies –Mr J Jarvis and Mr N Crush

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

4. Minutes of the meeting held on 9th September 2008. Proposed Mr D Hymers seconded Mrs S Harriott-Kerr and approved 3 for, 1 abstention.

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. After consideration agreed no further action required at this time.

5.2 The Clerk to complete and return the stockbroker information form for the purchase of shares and arrange the purchase of shares in Charter European Trust to the value of the cashed in loan note. Completed. Mr R Mantel to pass documentation relating to the transaction to the Clerk.

5.3 The Clerk draft the letter to the Charity Commission about Polehampton Charities, agree the content with Mr Hymers and send it off with a copy to Polehampton Charity. Completed and reply received detailing action that can be taken. Mr Hymers to consider and report back to the next meeting.

5.4 The Clerk to try to contact Miss C La Trobe again. Completed. Miss La Trobe has now resigned from the council.

5.5 The Clerk to put Town and Parish Conference on the September agenda of the Full Council meeting. Completed.

6. Clerks Report

- Bank balances as at end of September 2008. Current account £3,560.90
Deposit account £40,677.33. National Savings account £5,182.30. Income Bonds £46,000.
- VAT return for September 2008. £1298.37 reclaimed.
- Dividends received – BT £108.16 and AstraZeneca £152.90.
- Quarterly and Budget Statement to 30th September. Figures examined and discussed. No issues requiring further action.
- Ruscombe PC annual donations. £200 received towards running cost of KGVR. Last payment of £250 received towards cost of resurfacing Loddon Hall car park.

7. New Model Publication Scheme – discussed. The Clerk to consider the details further to see what action needs to be taken.

8. Upgrade of Technical Support for Finance System. Details of proposal from Edge Designs discussed. Mr J Bowley to check the details, discuss with Edge and report back to the next meeting.

9. Dates of Meetings 2009. Proposed dates discussed and agreed.

10. Correspondence:

10.1 WBC Meeting of the Council 25.09.08 Noted.

10.2 WBC Meeting of the Executive 25.09.08 Noted.

10.3 WBC Minutes of Committee Meetings 16.07 – 5.09. Noted.

10.4 WBC Extra-Ordinary Meeting of the Scrutiny Committee 06.10.08. Noted.

10.5 Notice of BALC AGM. Noted. Mr D Hymers and Mr R Mantel to attend.

10.6 Communities and Local Government – Consultation on the making and enforcement of byelaws. Mr D Hymers to consider and report back.

10.7 Thank you letter from TVP regarding grant for Christmas tree Noted.

11. Grant requests

11.1 Little Acorns (Colleton) Pre-School. The Clerk to ask for information on their capital reserves.

11.2 Twyford Scouts Remembrance Day Parade band. Proposed Mr J Bowley, seconded Mrs S Harriott –Kerr to **RECOMMEND** to the Full Council that a section 137 grant of £250 be made. Carried unanimously.

12. Items to be considered from other Committees

12.1 Planning and Amenities 06.10.08. None

12.2 Parish Lands 08.10.08. Rate of pay for temporary cover for Village Ranger. Rate proposed by Mr D Hymers, seconded by Mr R Mantel and voted on 2 for, 2 against. The Chairman used his casting vote to defeat the proposal. After further discussion agreed to remit back to the Full Council for consideration.

13. Administrative arrangements for Clerk's holiday. Arrangements put in place for Planning and Parish Lands Committee meetings discussed. Arrangements regarding telephone and e-mails discussed and agreed.

14. Date of next meeting- Tuesday 4th December 2008 – Ruscombe Room

The meeting closed at 9.30 pm.