

TWYFORD PARISH COUNCIL

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

Present: - Mr R Mantel, Ms S Doughty, Mr J Jarvis, Mrs S Harriott-Kerr, Mrs B Ditcham and Mr J Bowley. As neither the Chairman nor Vice-Chairman was present proposed Mr R Mantel, seconded Ms S Doughty that Mr J Jarvis takes the chair. Approved unanimously. Mr J Jarvis then took the chair.

In attendance - Clerk Mr J March and one member of the public – Mr R Phillips

1. Public Questions – Mr R Phillips raised the point about the distribution of information about appointing Flue Friends as given by the West Berkshire NHS Trust and how to deal with requests for help from residents who do not have suitable local contacts. During discussion it was suggest leaflets be put in local venues for residents to collect. The practicalities of making sure they receive as wide a distribution as possible and how to deal with persons who have problems was also discussed. Information can be put in the next issue of Twyford News. Agreed Mr Mantel to contact the Volunteer Centre, Mrs S Harriott Kerr to contact the Church Centre and Mrs B Ditcham to speak to TVP to see what they can do to assist. Agreed this is put on the Full Council Agenda for further discussion.

2. Apologies – Mr N Crush and Mr D Hymers

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

4. Minutes of the meeting held on 9th June 2009. Proposed Mr J Bowley, seconded Mrs S Harriott-Kerr and approved unanimously.

5. Matters arising and action points –

5.1 The Clerk to arrange for Killick and Co to send the share certificates and to close the share dealing account. Completed.

5.2 The Clerk to purchase a copy of the eighth edition of Charles Arnold Baker from SLCC or Amazon if this is cheaper. Completed.

5.3 The Clerk to amend contracts of employment and inform staff if the recommendation to adopt the ACAS Code of Practice is approved. Completed.

5.4 The Clerk to complete and return the Training Needs Assessment form. Completed.

5.5 The Clerk to ask for details about the work carried out by the Youth Street Workers during the past year. Completed

6. Clerks Report

- Bank balances as at end of June. Current Account £2,576.88, Deposit Account £39,242.47, National Savings Account £6,054.87, Income Bonds £33,000. .
- VAT return for June. The Claim for June is £183.37 reclaimed but due to the over claim by the Clerk in May a repayment of £146.60 has been made to correct the figures.
- Quarterly Budget and Capital Statement to 30th June. Figures discussed. No action required at present.
- Dividends received – Azco Nobel £73.56.
- Direct Debit for purchase of SITA commercial waste sacks. Due to changes within SITA a new contract has had to be agreed for the purchase of the sacks used to dispose of the council rubbish collected from litterbins etc. They will only accept payment by direct debit so the Clerk has had to set this up with them. Noted.

7. Correspondence:

7.1 WBC Extraordinary Meeting of the Overview and Scrutiny Management Committee 08.07.09. Noted.

7.2 WBC Joint Meeting of the Finance and Service Development Overview and Scrutiny Panel 02.07.09. Noted.

7.3 WBC Meeting of the Standards Committee 18.06.09. Noted.

- 7.4 WBC Meeting of the Executive 25.06.09. Noted.
7.5 WBC Meeting of the Special Council Executive Committee 25.06.09. Noted.
7.6 Price Waterhouse Coopers AGM of CPET plc. Noted.
7.7 Wokingham Job Support Centre AGM 23.07.09. Noted.
7.8 WBC Meeting of the Council 15.07.09. Noted.
7.9 WBC Minutes of Committee Meetings 18.05.09 – 30.06.09. Noted.
7.10 WBC Extraordinary Meeting of the Overview and Scrutiny Management Committee 16.07.09. Noted

8. Grant requests

- 8.1 Loddon Valley Action. Proposed Mr R Mantel seconded Mr J Bowley to **RECOMMEND** to the Full Council that no grant be given. Carried 5 for, 1 abstention.
8.2 Twyford Area Local Ecumenical Partnership. Following discussion it was agreed that the Clerk asks the church whose remains can be scattered and if there are no restrictions is there any difference in charges for members of the congregation and others.
8.3 WBC Youth Street Worker. Proposed by Mr R Mantel that no grant be given, not seconded so this proposal failed. Proposed Mr J Bowley, seconded Mrs S Harriott-Kerr to **RECOMMEND** to the Full Council that a section 137 grant of £1670.42 be made. Carried 3 for 2 against.

9. Items to be considered from other Committees

- 9.1 Planning and Amenities 06.07.09 - None
9.2 Parish Lands 08.07.09 – item 5.9 proposal to spend up to £20,000 on the refurbishment of Twycombe Lodge. Mr J Bowley outlined the discussions held in relation to the possible options for the house leading to the decision to undertake the refurbishment. Various points were made relating to possible alternative proposals and Mr Bowley undertook to take these back to the Lands Committee for further consideration. Proposed by Mr R Mantel, seconded by Mrs B Ditcham to **RECOMMEND** to the Full Council that funding up to £20,000 can be made available from existing reserves and that this amount is precepted back over a period of 10 years. Carried unanimously.

- 10. Clerk's Remuneration** – The Clerk left the meeting during discussion of this item. Proposed Mr J Bowley seconded Mrs S Harriott-Kerr to **RECOMMEND** to the Full Council that the Clerk be advanced one point on the salary scale and that the Clerk's working hours be increased to 4.5 hours per day. Carried unanimously.

- 11. Date of next meeting- Tuesday 15th September 2009.**

The meeting closed at 9.25 pm.