



Mrs Annemarie Edwards
Clerk of the Council

13th September 2016

To: All Members of the Finance and General Purposes Committee

Councillors:

N Atkinson

O Barreto

R D R Berry (Chairman)

Mrs D A S Hayes

Mrs A Michie

D Parkin

G Paxton

Mrs S Phillips

S Tarrant

D Wall

C Yates

Copy to all other Members of the Council for information.

Dear Councillor

Your attendance is requested at a Meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** of WINKFIELD PARISH COUNCIL to be held in Carnation Hall, Chavey Down Road, Winkfield Row on **Tuesday 20th September 2016 at 7.30pm** when it is proposed to transact the business specified in the Agenda hereto.

Yours sincerely

A handwritten signature in cursive script that reads 'Annemarie Edwards'.

Clerk of the Council

AGENDA

This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in February 2015. In particular, all Councillors are reminded to acquaint themselves with paragraphs 11 (Rules of Debate) and 14 (Respect for the Chair).

In order to avoid interruptions to the business of the Council, Councillors, officers and members of the public are required to ensure that mobile phones are switched off before the commencement of the meeting.

Prior to the commencement of the meeting a time not exceeding 10 minutes is available to the public to address the Members of the Council on any matter relevant and within the Council's responsibility or which affects its area.

Members should note that in the event of the fire alarm going off, they should make their way quickly to the fire exits, either via the lounge door or through the kitchen and out through the door to the grounds and make their way to the fire assembly point (the part of the car park near the pedestrian access to Chavey Down Road/Mushroom Castle Lane).

Winkfield Parish Council

Council Offices Fernbank Road Ascot Berkshire SL5 8JW
tel 01344 885110 fax 01344 885113 info@winkfieldparishcouncil.gov.uk

1. ELECTION OF VICE CHAIRMAN

The Vice Chairman elected in May 2016 was Cllr David Lindop who has now resigned from the Council.

To Elect a Vice Chairman for the remainder of the year 2016-17.

2. APOLOGIES FOR ABSENCE

It would be helpful if Councillors could personally notify the Clerk of the Council by midday of the meeting of any intended absence along with the reason. Apologies for absence with the reason will be noted in the subsequent minutes of the meeting.

3. DECLARATION OF INTEREST

Members are required to declare any personal or prejudicial interests in relation to any items on the agenda.

4. MINUTES OF THE PREVIOUS MEETING

To sign as a correct record the minutes of the meeting held on 24th May 2016, ratified at Council on 7th June 2016 (attached).

5. INVESTMENT

The following sum is invested on a 6 month term:

Lloyds	£100,000.00	0.65%	<i>Matures 13/03/17</i>
--------	-------------	-------	-------------------------

The following sum is currently invested in a Money Market Call account:

HSBC	£100,000.00	0.15%
------	-------------	-------

The following sum is currently invested on a 95 day notice deposit:

Nationwide	£100,000.00	0.85%
------------	-------------	-------

The following sum is currently invested in a Liquidity Manager 95 Day account:

NatWest	£100,319.93	0.25%
---------	-------------	-------

The office is continuing the process of opening a further deposit account with Santander to invest £100,000.00.

6. REQUESTS FOR FINANCIAL ASSISTANCE

The budget for Donations for the current year is now £9,000 to include General Donations, Churchyard Maintenance Grants and Village Hall Grants plus £2,000 for Minor Community Grants (Total £11,000)

Details of donations made in 2012/13, 2013/14, 2014/15, 2015/16 and 2016/17 are given in **Appendix 1**.

a) To consider new applications received:

i) Citizens Advice Bracknell & District

Application form, covering letter, P&L Statement of Financial Activites and Balance Sheet attached as **Appendix 2. Grant requested – £2,000.00 towards services provided.**

ii) South East Berks Gang Show

Application form, covering letter, Balance Sheet and Profit & Loss account attached as **Appendix 3. Grant requested - £250.00 towards new costumes for the 2017 show.**

iii) Keep Mobile

Application form, covering letter, statement of financial activities and balance sheet are attached as **Appendix 4.**

This application was deferred from the previous meeting – details of specific information relating to Winkfield is also attached as *Appendix 4. Grant requested – up to £3,110.00 to maintain and increase usage.*

iv) Any other urgent grant applications received.

Additional information from applicants is held in the Parish office for viewing prior to the meeting and will also be available at the meeting.

A letter of thanks has been received from Involve Community Services.

7. ACCOUNTS AND FINANCIAL ESTIMATES

1. An updated position of 2016-17 capital projects is attached as **Appendix 5.**
2. The comparison of actual expenditure against budget up to 12th September 2016 is attached as **Appendix 6.**

Please advise the office prior to the meeting of any queries on the accounts so that the relevant information can be brought to the meeting.

8. CARNATION HALL MEMORIAL BENCH

A request has been received from a local resident asking for consideration to be given to installing a bench at Carnation Hall in memory of his late wife. The family are willing to pay for the cost of purchase and installation of the bench – letter attached as **Appendix 7.**

To consider the installation of a memorial bench at Carnation Hall.

9. FINANCIAL REGULATIONS

The current adopted Financial Regulations are attached as **Appendix 8.** As part of the Audit Regulations, a formal review is required.

To set up a working party to review the Financial Regulations.

10. GRANT POLICY REVIEW

The current Grant Policy is attached as **Appendix 9.**

To set up a working party to review the Grant Policy.

11. BANK SIGNATORIES

The signatories for banking were agreed at a previous meeting of F&GP however since this date, some Councillors have now resigned from the Council.

To agree the list of signatories for the HSBC, Lloyds, Natwest, Co-operative and Nationwide accounts.

Winkfield Parish Council

12. KGV RECREATION GROUND TOILET

An opportunity has arisen to obtain a public convenience unit from Wokingham Town Council as it is looking to dispose of it – details of the unit are attached as **Appendix 10**.

Ball park figures have been obtained for the re-siting of the unit at KGV. Cllr Parkin and the Deputy Clerk to give a report.

To consider in principle making an offer for the public convenience for installation at KGV.

13. ASCOT PRIORY

An email has been received on behalf of The Ascot Priory Support Group regarding the proposed closure of the site by the Trustees of Ascot Priory – attached as **Appendix 11**.

A consultation period has been set by the Trustees which expires on 30th September.

To consider whether Winkfield Parish Council wishes to submit a statement regarding the proposed closure.