



Minutes of the Meeting of the
FINANCE & GENERAL PURPOSES COMMITTEE
of Winkfield Parish Council

held in Carnation Hall, Chavey Down Road, Winkfield Row
on Tuesday 20th September 2016 from 7.30pm – 8.45pm

Those present:

Councillors:

Cllr N Atkinson
Cllr Mrs A Michie
Cllr D Wall

Cllr R Berry (*Chairman*)
Cllr D Parkin

Cllr Mrs D Hayes
Cllr G Paxton

Officers:

Mrs Marcia Milsom, Deputy Clerk

F2058 ELECTION OF VICE CHAIRMAN

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

It was proposed by Cllr Mrs Michie, seconded by Cllr Parkin and there being no other nominations, Cllr Nigel Atkinson was elected as Vice Chairman of the Finance & General Purposes Committee for 2016/17.

F2059 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Tarrant and Yates.

F2060 DECLARATION OF INTEREST

None.

F2061 MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Parkin, seconded by Cllr Mrs Michie and unanimously

RESOLVED that the minutes of the meeting held on 24th May 2016, ratified at Council on 7th June 2016 and previously circulated, be signed as a correct record. The Deputy Clerk noted that there had been no response to the offer of a bench outside the Council office (see F2056).

F2062 INVESTMENT

The following sum is invested on a 6 month term:

Lloyds	£100,000.00	0.65%	<i>Matures 13/03/17</i>
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The following sum is currently invested in a Money Market Call account:

HSBC	£100,000.00	0.15%
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The following sum is currently invested on a 95 day notice deposit:

Nationwide	£100,000.00	0.85%
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The following sum is currently invested in a Liquidity Manager 95 Day account:

NatWest	£100,319.93	0.25%
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The Deputy Clerk was still progressing the opening of a further account with Santander to invest £100,000.00.

F2063 REQUEST FOR FINANCIAL ASSISTANCE

- a) The Budget for General Donations and Village Hall Grants for the current year is £8,000. £2,000 is available for Minor Community Grants. £1,000 is available for the two Churchyard Maintenance Grants. The total combined budget is £11,000.

Details of donations made in 2012/13, 2013/14, 2014/15 and 2016/17 were given in Appendix 1. A revised sheet was handed out at the meeting.

Consideration was given to new applications received:

i) Citizens Advice Bracknell & District

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

It was proposed by Cllr Parkin, seconded by Cllr Mrs Michie and unanimously

RECOMMENDED that Winkfield Parish Council make a grant of £1,500.00 to Citizens Advice Bracknell & District towards its services.

ii) South East Berks Gang Show

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

It was proposed by Cllr Paxton, seconded by Cllr Mrs Hayes and unanimously

RECOMMENDED that Winkfield Parish Council make a grant of £250.00 from the Minor Community Grants budget to South East Berks Gang Show towards new costumes for the 2017 show.

iii) Keep Mobile

This application was deferred from a previous meeting for further consideration (F2054 (a)(ii)). Application form, covering letter, statement of financial activities, balance sheet and details of specific information relating to Winkfield were attached as Appendix 4. **Grant requested – up to £3,110.00 to maintain and increase usage.**

It was proposed by Cllr Parkin and seconded by Cllr Wall that Winkfield Parish Council make a grant of £750.00 to maintain and increase usage.

An amendment was proposed by Cllr Mrs Hayes and seconded by Cllr Paxton that Winkfield Parish Council make a grant of £500.00 to maintain and increase usage and this was agreed unanimously and became the substantive motion.

It was proposed by Cllr Parkin, seconded by Cllr Wall and unanimously

RECOMMENDED that Winkfield Parish Council make a grant of £500.00 to Keep Mobile to maintain and increase usage. In view of the potential number of Winkfield residents that Keep Mobile serves and the appearance of having substantial funds, it was also suggested that Keep Mobile be invited to the next F&GP meeting to give a short presentation on the services provided and the nature of trips being funded by the grant.

iv) Any other urgent grant applications received. **None received.**

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

Cllr Atkinson left the meeting at 7.50pm.

F2064 ACCOUNTS AND FINANCIAL ESTIMATES

1. An updated position of 2016-17 capital projects was attached as Appendix 5.

Noted.

2. The comparison of actual expenditure against budget up to 12th September 2016 was attached as Appendix 6.

Noted.

F2065 CARNATION HALL MEMORIAL BENCH

A request had 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 were willing to pay for the cost of purchase and installation of the bench – a letter was attached as Appendix 7.

It was proposed by Cllr Mrs Michie, seconded by Cllr Wall and unanimously

RECOMMENDED that permission be given to the resident for a memorial bench to be sited at Carnation Hall with the design and location agreed with the Deputy Clerk and Head of Grounds Maintenance & Facilities.

F2066 FINANCIAL REGULATIONS

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

It was proposed by Cllr Wall, seconded by Cllr Mrs Michie and unanimously

RECOMMENDED that a working party consisting of Cllrs Berry, Parkin and Mrs Hayes, the Clerk and Deputy Clerk be set-up to carry out a review of the current Financial Regulations.

F2067 GRANT POLICY REVIEW

The current Grant Policy was attached as Appendix 9.

It was proposed by Cllr Wall, seconded by Cllr Mrs Michie and unanimously

RECOMMENDED that a working party consisting of Cllrs Berry, Parkin and Mrs Hayes, the Clerk and Deputy Clerk be set-up to carry out a review of the current Grant Policy.

F2068 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.

It was proposed by Cllr Berry, seconded by Cllr Wall and unanimously

RECOMMENDED that the bank signatories for all bank accounts held by Winkfield Parish Council should be Cllrs Berry, Mrs Hayes, Mrs Michie, Parkin, Paxton and Tarrant. The Deputy Clerk would arrange for the relevant application forms to be completed.

F2067 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 were attached as Appendix 10.

Ball park figures were being obtained for the re-siting of the unit at KGV. Cllr Parkin and the Deputy Clerk had met with the unit supplier to discuss possible siting of the unit and also Chris Taylor (BFC) and Julia Evans (Headteacher at Winkfield St Mary's School) to investigate the location of utility services.

It was proposed by Cllr Wall, seconded by Cllr Mrs Michie and with 5 votes for and 1 against

RECOMMENDED that in principle Winkfield Parish Council were keen to progress the procurement of the unit, depending on the cost of re-siting and connection to services.

F2068 ASCOT PRIORY

An email had 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 had been set by the Trustees which expires on 30th September 2016.

Cllr Wall left the meeting at 8.40pm.

It was proposed by Cllr Parkin, seconded by Cllr Paxton and unanimously

RECOMMENDED that a letter be written to the Trustees of Ascot Priory noting that it had come to the attention of WPC that there were proposals to sell/develop the site and that WPC were extremely disappointed that as a Parish Council, it was not given sufficient opportunity to make an informed comment. It was also noted that to date, WPC had only received one side of the debate but had not heard anything as to what the Trustees proposed and would therefore appreciate a presentation before a Council meeting to enable an informed contribution to be made to any consultation on this important site, particularly as the facilities provided by the nursing home are of major importance to local residents and the site is of special heritage importance.

Cllr R Berry
Chairman