



Minutes of the Meeting of The Finance & General Purposes Committee
Held on Wednesday 29th April at 7.30pm via Zoom

1. Apologies for Absence
 - 1.1. None
2. To receive Declarations of Interest in agenda items.
 - 2.1. None
3. Financial update:-
 - 3.1. It was RESOLVED to recommend to The Parish Council the approval of the 2019-20 accounts.
 - 3.2. It was RESOLVED to recommend to The Parish Council the approval the AGAR, subject to the removal of VAT from the asset additions on the asset register.
 - 3.3. It was noted that the unspent election fund was allocated to the Election Fund Reserves as per Dec-19 5.2.1.
 - 3.4. It was RESOLVED to approve the asset register subject to the removal of VAT from the asset additions on the asset register.
 - 3.5. It was RESOLVED to recommend the following amendments to the current budget:
 - 3.5.1. To increase the website budget to allow for the costs associated with the new website.
 - 3.5.2. To make a provision of £5500 for the Covid-19 emergency.
4. The finding and recommendations of the Internal Audit were noted and the recommendation to minute differences in purchase value and budget overspends were highlighted.
5. It was RESOLVED to recommend to The Parish Council the amendments under “19. Handling Staffing Matters” to the Standing Orders to read “Staffing Committee” in place of “The Chairman of the Council or in his absence, the Vice-Chairman”. The Staffing Committee will be a sub-committee of the Finance and General Purposes Committee.
6. It was RESOLVED to recommend to The Parish Council to adopt the updated Financial Regulations based on the NALC 2019 Model.
7. It was RESOLVED to recommend to The Parish Council to adopt the updated Risk Assesment.
8. It was RESOLVED to issue the Contracts for Park Maintenance, Grass Cutting and Litter Picking
9. It was RESOLVED to approve the use of BGG for the parish verge cutting.
10. It was RESOLVED to approve the spend for the new website - £120 for the domain for two years and £320 for hosting for 2 years.
11. It was RESOLVED to approve the spend on the Covid-19 Support Group Fliers £67.20 and the Parish Bulletin at £218 for the first edition and £436 every three weeks for a further six editions.

12. It was RESOLVED to award a grant of £600 to the South and Vale Citizen's Advice and a pro-rata amount of £3500 to the Youth Club once they are able to re-open.
13. It was RESOLVED to propose that the Emergency Planning Group be made a Committee, that the website and communications be incorporated into the Finance and General Purposes Committee and that Transport (i.e. buses) be incorporated into the Road Safety Group. It was agreed that the terms of reference for all groups and committees would be taken to the next meeting of the Parish Council for approval except for the Neighbourhood Plan Group, which would be prepared once a meeting with St Helen's Without Parish Council has taken place.
14. Date of next meeting TBC.

Chairman..... Date.....