

HAYDON WICK PARISH COUNCIL

Minutes of the formal Finance & Policy Committee of Haydon Wick Parish Council held on Tuesday 16th November 2021 at 8.00pm.

ATTENDANCE

MEMBERS: Councillors L Rhys-Jones (Chairman) V Manro, R Hailstone, S Fateru, D Rodgers, S Heyes and S McDermott

OFFICERS: Chief Officer/Clerk & RFO, Georgina Morgan-Denn
Deputy Chief Officer & Services Manager, Laura Cutter
Senior Administrator, Jill Sharp

FP 084 APOLOGIES

Apologies were received and accepted from Councillors A Roupelis (work commitments) and S Callen (personal commitments).

FP 085 DECLARATIONS OF INTEREST

There were none.

FP 086 PUBLIC PARTICIPATION

One (1) member of the public attended and made representation under Agenda Item 8A – Income & Expenditure:

Administration – Income 1184/101 CIL should the percentage be 69.23% and not 144.4% as stated. *Chief Officer will investigate and report back.*

FIT Payments - 1195 Is it correct as variance annual of 200% stated but spent 100%. *Chief Officer will investigate and report back.*

IT Equipment – 4025/101 - Will this be the final spend figure? Chief Officer advised that this would likely not be the end expenditure as it is only three quarters of the way throughout the financial year. This would be very dependable on renewals and repairs.

The member of public also had a query about Agenda item 11 – Vehicle Audit – Noted the report was transparent but wondered if it was possible to add any historic data to provide a fuller picture per vehicle. *Deputy Clerk & Services Manager advised that it is possible and will be included in the final version of the audit.*

FP 087 CHAIRMAN'S ANNOUNCEMENTS

There were none.

FP 088 MINUTES OF THE PREVIOUS MEETING

Members approved the minutes of the Finance & Policy Meeting held on Tuesday 19th October 2021 and the minutes signed.

Proposed: Councillor S McDermott Seconded: Councillor V Manro

Vote: Agreed with (3) three abstentions.

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 19th October 2021 and the Chairman signed the minutes.

FP 089 COUNCILLORS REPORTS

Councillor R Hailstone Would like update of when to expect the camera/door entry system for the Council Offices. *The Chief Officer advised that there is a meeting arranged for*

Thursday 18th November to receive an update on the progress of the office move project and will report back.

FP 090 CHIEF OFFICER'S REPORT

Community Governance Review - Swindon Borough Council (SBC) has confirmed it will not be considered at this time for various reasons, this will be reported further at Full Council.

Parish Transfer of Services Deeds – SBC asking Parishes to review their deeds. Chief Officer is suggesting this is undertaken by a working party. To be reported further at Full Council.

FP 091 FINANCIAL MATTERS

FP 091A Members received and noted the Income & Expenditure Reports for Month 7 – October 2021.

FP 091B Members received and noted the Bank Statements and Bank Reconciliations for October 2021.

FP 091C Members considered and approved the October/November 2021 expenditure The total payments for approval were £71,932.73.

Proposer: Councillor S McDermott Seconder: Councillor V Manro

Vote: Agreed Unanimously.

RESOLVED: Members approved October/November 2021 expenditure under purchase daybook references 1826-1871 and cashbook reference 263. The total payments for approval were £71,932.73

FP 091D Members noted that a VAT reclaim for Q1 (£14,464.06) and Q2 (£16,175.57) has been submitted to HMRC.

FP 092 PENSIONS REGULATOR AUTOMATIC ENROLMENT RE-DECLARATION

Members noted the three-yearly re-declaration has been submitted and Chief Officer confirmed that the Parish Council remains compliant.

FP 093 BUDGETS & INVESTMENTS

Members noted the update on the budget preparations and future investment proposal. Councillor Manro also advised that just awaiting date confirmation for the virtual meeting with the Financial Advisor.

FP 094 PARKS & OPEN SPACES TEAM VEHICLE AUDIT

Members considered the Vehicle Audit report and comments made at the Parks & Open Spaces meeting. The Deputy Clerk advised that the next steps of researching replacements are in hand with the Head of POST and will be reported in the new year. Members also noted that the vehicle BJ62 NLC is in the most urgent need of replacement. Members were very much in favour of moving forward to electric vehicles and the best way to finance these. Further information will follow to future relevant meetings.

FP 095 ITEMS FOR THE NEXT AGENDA

To be sent to the Chief Officer in advance of the next meeting 14th December 2021.

The meeting closed at 20.52

Chairman:

Initials: _____