

HAYDON WICK PARISH COUNCIL

Minutes of the Finance & Policy Committee of Haydon Wick Parish Council held on Tuesday 15th August 2023 at 8.00pm at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE

MEMBERS: Councillors: V Manro (Chair), S Fateru, J Fuller, R Hailstone, S Heyes, J Jackson, O Munagala, B Patrick-Okoh and R Worman

OFFICERS: Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Julie Coe, Meetings Administrator

FP 039 APOLOGIES

Apologies were received and noted from Councillor A Roupelis (personal commitments). No apologies were received from Councillor C Flux.

FP 040 DECLARATIONS OF INTEREST

There were none.

FP 041 PUBLIC PARTICIPATION

There were none.

FP 042 CHAIRMANS ANNOUNCEMENTS

There were none.

FP 043 MINUTES OF THE PREVIOUS MEETING

Members reviewed the minutes of Finance and Policy Committee held on Tuesday 18th July 2023 and agreed they were a true record.

Proposed: Councillor R Hailstone **Seconded: Councillor S Heyes**

Vote: Agreed with two (2) Abstentions.

Resolved: Members confirmed as a true record the minutes of meetings held on Tuesday 18th July 2023 and they were signed by the Chairman.

FP 044 COUNCILLOR REPORTS

Councillor V Manro – Advised committee that King George V Park was closed today 15th August 2023 and will reopen as normal 16th August 2023.

Councillor S Heyes – Noted and advised the Committee that the maintenance and cutting back of the hedges in the Parish were to a good standard.

Councillor S Fateru – nothing to report.

Councillor J Fuller – nothing to report.

Councillor R Hailstone – nothing to report.

Councillor J Jackson – nothing to report.

Councillor O Munagala – nothing to report.

Councillor B Patrick-Okoh – nothing to report.

Councillor R Worman – nothing to report.

FP 045 CHIEF OFFICER'S REPORT

Nothing to report.

FP 046 FINANCIAL REPORTS

FP 046A Members noted the Income & Expenditure reports for Month 4 (July).

FP 046B Members considered and noted the bank statements and reconciliations for July 2023.

FP 046C Members discussed and approved July/August 2023 expenditure under purchase daybook references 2973–2994 and cashbook reference 529–530 (Month 4). The total for approval is £4,195.00.

Proposed: Councillor J Jackson
Vote: Agreed Unanimously.

Seconded: Councillor S Fateru

Initials: _____

Resolved: To approve expenditure under purchase daybook references 2973–2994 and cashbook reference 529 – 530 (Month 4). The payments total is £4,195.00.

FP 046D Delegated Authority To Approve Late August Pay Run

Members gave delegated authority to the Chief Officer to approve a pay run in late August, for retrospective approval at the September Committee meeting.

Proposed: Councillor R Worman

Seconded: Councillor S Heyes

Vote: Agreed Unanimously.

Resolved: To give delegated authority to the Chief Officer to approve a late August pay run for retrospective approval at the September Committee meeting.

FP 046E Members discussed and retrospectively approved the payments for the petty cash and credit card payments.

Proposed: Councillor O Munagala

Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

Resolved: To retrospectively approve the payments made using the petty cash and credit card for payments made in July and August 2023 respectively.

FP 047 PRECEPT IMPACT

Committee noted the report and will continue to track any new precept commitments at every monthly meeting, if required.

FP 048 EXCLUSION OF PUBLIC AND PRESS

RESOLVED: In accordance with Standing Order 3 (d) that ‘in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded, and they be instructed to withdraw’. Contractual

FP 049 GROUNDS MAINTENANCE FACILITY

There were no financial or contractual updates due to annual holidays. The Grounds Maintenance Facility Working Party will meet before the next Finance & Policy Committee Meeting.

FP 050 POTENTIAL REVENUE

Members noted the report with a discussion about ways to potentially increase income to reduce the impact on future precepts. The discussion included checking if the local supermarkets had to pay a fee for the return of their trolleys. The Committee agreed to the following recommendation to Full Council:

1. To recommend to progress with the follow potential revenue streams for the Council:
 - Roundabouts (401/1001)
 - Bus Shelters (401/1001)
 - Advertising packages with optional advert design (401/1001)
 - Vintage Tea Set Hire (402/1400)
2. To recommend re-investing any revenue to offset against expenditure to help to achieve cost neutral activities ie. vintage tea set hire is reinvested towards the cost of future community events.
3. To recommend investigating the proposal of an external company and presenting a business case to a future meeting.
4. To ask Full Council for further potential revenue stream ideas.

The Meeting Closed at: 8.40pm.

Chairman Signed:

Initials: _____