**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT QUEDGELEY COMMUNITY CENTRE ON MONDAY 1st August 2022 AT 7.30PM**

**PRESENT** Cllr G Smith, Cllr Wilcox, Cllr Wheatley, Cllr Powell and Cllr Lee

**F.063/22-23 Apologies.**

Apologies were received and noted from Cllr S Smith, Cllr Thompson and Cllr Barwood

**F.064/22-23 Declarations of Interest.**

Cllr Lee declared a personal interest for Agenda Item 9

**F.065/22-23 To Approve the Minutes dated** **– 6th July 2022**

Cllr Smith **PROPOSED** to adopt the above Minutes as a true and accurate record.

Seconded: Cllr Wheatley: Vote: 3 for, 1 abstain, 1 against: ***So resolved***

Cllr Powell advised that Agenda Item F.049/22-23 on the minutes did not agree with his recollection of the meeting. Mrs Webster confirmed she would gain further clarification from GAPTC as to how this matter can be re listed for discussion.

**Action:**  To seek further clarification from GAPTC regarding re listing Councillor Allowances

**F.066/22-23 To report on previous actions set on 6th July 2022**

*FC.058/22-23* – Mrs Barnett to produce spreadsheet of defects for KCC. Completed and referred to Community Buildings Committee.

**F.067/22-23 Correspondence**

None

**F.068-22/23 To Note the following Accounts Paid by means of electronic banking and Debit Card Paymen**t for £500.00 or over prior to the publication of the Agenda.

|  |  |  |  |
| --- | --- | --- | --- |
| M&D Property Maintenance – *QCC/KCC/WSC/KSP/QTC/R&A* | £3503.01 | BACS | Grounds Maintenance & Handyman Contract |
| Intocleaning – ***QTC*** | £2153.02 | BACS | Staff cleaning costs |
| Macfarlane Group – ***QTC*** | £1458.00 | BACS | Dog Bags |
| Christy Floodlighting – ***WSC*** | £1699.20 | BACS | Floodlight maintenance |
| HMRC – ***QTC*** | £1742.79 | BACS | Tax & NI |
| London Hearts – ***QTC*** | £1034.40 | BACS | 2 x Defib cabinets |

**F.069/22-23 To Note the following Accounts Paid by cheque prior to the Publication of the**

**Agenda for £500.00 or over.**

None at this time.

**F.070/22-23 To Approve the following Accounts Paid, for Payment and any other Accounts**

**Received since Publication of the Agenda for £500.00 or over.**

|  |  |  |  |
| --- | --- | --- | --- |
| Intocleaning – ***QTC*** | £2153.02 | BACS | Staff cleaning costs |

**Action:** Mrs Webster to provide a breakdown of reserves for the next F&GP meeting.

**F.071/22-23 To consider and agree waiving fee not exceeding £190.00 for St James’ Church**

Mrs Webster advised that whilst there is a covenant in place which entitles the church to free use of certain rooms on certain days, the church do not make full use of this entitlement.

Mrs Webster also confirmed that the church would be entitled to the charity rate.

Cllr Lee provided a statement on behalf of the Church.

Following a discussion, Cllr Smith **PROPOSED** to waive the fee not exceeding £190.00.

Seconded: Cllr Lee: Vote: 2 for, 3 against: ***Not carried***.

**F.072/22-23 To consider and agree changing payroll provider at a one off setting up cost not exceeding £60.00.**

Mrs Webster advised that following huge problems with the current payroll provider, advise has been sought from GAPTC who have provided an alternative payroll provider used and recommended by them.

Cllr Wheatley **PROPOSED** to agree the one off setting up cost not exceeding £60.00 and for QTC to change payroll provider.

Seconded: Cllr Wilcox: Vote: unanimous: ***So resolved***

**F.073/22-23 To consider and agree new Onecom contract**

Mrs Webster advised that the Onecom contract is due for its annual review and as such a cheaper tariff has been made available.

Cllr Smith **PROPOSED** to agree to the new contract.

Seconded: Cllr Powell: Vote: unanimous: ***So resolved***

**F.074/22-23 To consider and agree expenditure not exceeding £640.00 for marketing materials for Severnvale School careers event.**

Mrs Webster advised members that QTC will be attending the Severnvale School careers event to talk to Year 11 students.

Members agreed that marketing materials would be beneficial to both the careers event and the Saturday Surgeries.

Cllr Lee **PROPOSED** to agree to the above expenditure.

Seconded: Cllr Powell: Vote: unanimous: ***So resolved***

**F.075/22-23 Accounts/Budget Progress 2022/23**

* Noting of July Bank Reconciliation
* Overview of expenditure by means of Summary of Receipt and Payments
* Stats on Income generated from Hiring of Community Centres and Sports

Centres

Cllr Smith **PROPOSED** to accept the accounts for July 2022**.**

Seconded**:** Cllr Wilcox: Vote: unanimous: ***So resolved***

**F.076/22-23 Items from Community Buildings Committee:**

Kingsway Lighting to be discussed further at the next meeting.

Nothing further to report.

**F.077/22-23 Items from Recreation & Amenities Committee:**

Cllr Wheatley reported on the RoSPA reports for the playgrounds.

Cllr Wilcox confirmed the Bristol Road Rec gate has been repaired.

Firework event moved to 12th November 2022.

**F.078/22-23 Items from Planning & Development Committee:**

Nothing to report

**F.079/22-23 Further Business for Referral:**

Allowances

**F.080/22-23 Date of Next Meeting – 5th September 2022 - Quedgeley Community Centre at 7.30pm.**

Noted.

Meeting concluded 20.30 hrs