

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

15th July 2024

C Watkins (in the Chair)

P Bruce	(P)	P Sykes	(P)
P Kembery	(P)	D Marriott	(P)
N Beebee	(A)	L Fogg Rogers	(P)
C Watkins	(P)	N Labuschagne	(A)

33.07/24 Evacuation procedure - Leave via the fire door and assemble outside in the play area.

Noted

34.07/24 Apologies.

Cllrs Beebee and Labuschagne

35.07/24 Declaration of Interests under the Localism Act 2011.

None

36.07/24 Public participation

None

37.07/24 To agree the minutes of meeting held on 17th June 2024.

RESOLVED, the minutes of the meeting held on 17th June 2024 were agreed and signed.

38.07/24 To note the Clerk's Report.

The Clerks report was discussed and noted.

- Play Bus has been confirmed for Monday 22nd July at The Rec, 2pm – 4pm
- Two quotes have been obtained for an EPC certificate. Clerk to instruct.
- Dangerous grid gully (in Frenchy Museum Car Park) to be fixed 19th July.
- Risk Assessments have been carried out for Winterbourne and Hambrook (excluding Monks Pool and Bradley Brook)
- Bi – annual tree surveys are well under way. This year they are taking slightly longer due to the size of Frenchay Parklands.

Agreed to add to the October agenda a review of the Youth Bus. **Clerk to action.**

39.07/24 To agree the following grant requests:

- Perry Almshouses - £1,500

Resolved to approve and recommend to full council

- Winterbourne Sports Association - £1,550

Resolved to approve and recommend to Full Council

- to consider a 50% contribution for the purchase of a second sopper

RESOLVED all members in agreement for the WSA to submit a claim for 50% contribution towards the purchase of the sopper.

40.07/24 To agree the Terms of Reference for the F&GP Committee

After discussion, a slight amendment was made. **RESOLVED**, to recommend to Full Council the amended terms of reference for adoption.

41.07/24 To agree the insurance renewal

A discussion took place regarding the two quotes received for the insurance renewal. The RFO advised that although the quote from Howdens is slightly higher than the quote from Clear Councils the recommendation would be to stay with Howdens as they have been involved with the Parish Council for many years with no issues at fantastic customer service.

RESOLVED, agreed to place the insurance renewal with Howdens. **Clerk to action.**

42.07/24 To consider and recommend to Full Council the 2024 NALC Model Financial Regulations

After discussion, amendments and additions were made to the MFR. It was agreed that sections 7, 8, 9 and 10 (new sections) would be reviewed by the Clerk for recommendation to Full Council. Should any sections be non-compliant, the Clerk will be advised of the reason and offer an alternative solution.

RESOLVED, to recommend revised regulations to Full Council for adoption.

43.07/24 To discuss reserves and consider and approve a transfer from the general fund to earmarked reserves

RFO advised of a surplus in the Parish Council general fund. Recommendation to transfer £80,000 into earmarked reserves.

RESOLVED, all members agreed to transfer £80,000 in to earmarked reserves. **Clerk to action.**

Discussion around which of the earmarked reserves the £80,000 should be placed into.

RESOLVED, all £80,000 to be allocated to Greenfield Contingency.

Discussion around which saving account to invest to £80,000. RFO advised of possible options. **Clerk to action.**

RESOLVED, to move into the NatWest Liquidity 95 day notice savings account. **Clerk to action and investigate alternatives for future investments.**

44.07/24 To consider the possibility of discretionary funds for emergency work in the Parish

Before any decision can be made there is an ambiguity around whether volunteers are covered by Parish Council insurance if a) volunteering on Parish Council owned assets and b) if representing the Parish Council on other property. **Clerk to clarify and present back to next meeting.**

45.07/24 To agree quotes for Greenfield Centre Flat Roof Inspection

Clerk advised that a flat roof inspection was a requirement of the Parish Council insurance policy. Three quotes had been sought but only one received.

RESOLVED, to instruct Strandek GPR Systems. **Clerk to action.**

46.07/24 To agree quotes for vegetation clearance and removal at The Greenfield Centre

Two quotes for vegetation clearance and removal had been received.

RESOLVED, to instruct Frome Valley to carry out works. **Clerk to action.**

47.07/24 To consider and agree a request to look in our archives

Clerk advised of a request from Liz Ferguson from the 'Remember Me Project' to look in the Parish archives.

RESOLVED, all members in agreement to approve the request.

48.07/24 To consider and recommend to Full Council writing off a debt

RESOLVED, all members in agreement. **Clerk to action.**

49.07/24 Reports from members:

- Frenchay

Record attendance at the Frenchay Flower Show this weekend with a higher number of stall holders. The event was a great success and the Parish Council thank all those involved.

Risk assessments for Frenchay are being done.

Winterbourne, to include the Recreation Field, Duck Pond and Allotments

The path from Flaxpits to the Recreation Field is overgrown with vegetation. Also the bush by the Post Office. **Clerk to report to South Gloucestershire Council.**

- The Dingle, Winterbourne Down and Hambrook

Reports of cars parking on Hambrook Common during the Hambrook Primary School Fete. **Clerk to ascertain who has a key to the bollards and advise that parking for such events is not allowed.**

Reports of more HGVs going over Damsons Bridge. **Clerk to report to South Gloucestershire Council.**

A local resident enquired about 'listing' Damsons Bridge. Clerk advised that another resident is already trying to do this and so should contact them.

A consultation regarding the Badminton Road junction is taking place. **Clerk to advertise.**

- The Greenfield Centre

Clerk advised that Early Years have had a quote for replacement fire extinguishers and sought confirmation that the Parish Council would cover the cost. **All members agreed that the Parish Council would cover the cost. Clerk to seek a second quote and to ask our current supplier to comment on recommendations. Clerk to make sure that in future there is only one inspection for the whole building.**

50.07/24 Any other items to note from members

None

Meeting concluded 9.05pm