

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at Loddon Hall, RG10 9JA on Tuesday 23rd January 2024 at 7.45pm.

Present: Mr M Alder, Mr M Bray, Mrs B Ditcham, Mr J Jarvis, Mr F Newman & Mr T Winchester.

Minutes: Mrs L Moffatt (Clerk).

1. **Public Questions** – No questions.
2. **Apologies** – Mr C Wickenden.
3. **Declaration of interest in items on the agenda** – None.
4. **Minutes of the meeting held on 12th December 2023** Approval of the minutes as a true and accurate record proposed by Mrs B Ditcham, seconded by Mr M Bray, motion carried unanimously.
5. **Matters arising and action points** – None.
6. **Budgets and Precept 2024-25**
 - 6.1 To review the Finance and General Purposes committee budget for 2024-25 – no changes made.
 - 6.2 To consider feedback from the committees on budget heading increases – justifications as to the increased were noted.
 - 6.3 To review the whole Council budget for 2024-25
[consider a capital repayment for the £21,839.14 spent March and £21,117.64 order placed]
A capital repayment of £8,600 over 5 years was agreed.
Proposed Mr M Alder, seconded Mr M Bray to **RECOMMEND to Full Council** a 2024-25 budget of £226,609.25 which includes ringfenced funds of £1,170 wildflower board and £4,375 hedge laying of hurst road allotment hedge. Motion carried unanimously.
Proposed Mr M Alder, seconded Mrs B Ditcham to **RECOMMEND to Full Council** a 2024-25 precept of £221,064.25. Motion carried unanimously.
 - 6.4 To consider content for the 2024-25 precept leaflet – Mr M Alder will forward a chairman's letter inclusion in the leaflet and a draft leaflet will be circulated to Councillors by end of February.
7. **Clerk's Report** (written report circulated to councillors) – noted.
 - 7.1 Receipt of £10,070 UKSPF funds – noted.
Full Council to consider quotes for a LCD screen for use at public events such as the Annual Parish Meeting following feedback from residents.
8. **Twycombe Lodge Lease** – memorandum - return of the signed copy was noted.
9. **Review of Policies**
 - 9.1 Investment policy
[Note: this has been carried forward since December 2019]
Agreed to remove this item from the agenda until the shares have been sold.
Mrs Ditcham requested that 'Sale of Shares' be added to the April agenda.
 - 9.2 Draft appraisal policy (JB & CW) – carried forward.
[Note: this has been carried forward since January 2022]
10. **Grant Requests**
 - 10.1 ARC - £1,500
[Note: £2,000 – Nov 22, £1,000 – Nov 20, £275 – Oct 19]
Proposed Mrs B Ditcham, seconded Mr F Newman to award a grant of £1,500 to ARC.
Motion carried unanimously.
11. **Correspondence** - all noted.
 - 11.1 Berkshire Pension Fund Annual Meeting recording and presentation slides
 - 11.2 Pension Liabilities and Pension Strain Cost - Change from 1 January 2024
12. **Items to be considered from other Committees**
 - 12.1 Planning and Amenities – no items

12.2 Parish Lands

£5,000 KGVR brick pillar renovations – agreed there are sufficient funds

12.3 Community Events and Engagement – no items

13. Deputy Clerk annual review (Part 2)

Part 2 recommendation from the Finance committee

The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C “That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. Proposed Mrs B Ditcham, seconded Mr F Newman and carried unanimously.

A note of the confidential recommendation has been recorded on a separate confidential minute.

14. Date of next meeting – 23rd April 2024

Finance and General Purposes committee report

Tuesday 23rd January 2024

1. Bank Balances and VAT.

Bank balances as at the end of December 2023

Nat West current account £48,008.83, Unity Trust current account £35,258.12, Deposit account £7,060.40, income bonds £117,000, National Savings account £5,014.51 and Twycombe Lodge tenants deposit account £3,063.11.

VAT return for December 2023 - £1,590.95.

2. Bank signatories – NS&I pending

3. CIL reports –

3.1 To note the November report.

4. Data Protection Regulations update – no items to report

Expenditure approved under Financial Regulation 4

Description	Budget	Amount	Approval

The meeting closed at 20:38