

South Willlesborough and Newtown Community Council
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Finance and General Purposes Committee
Monday 18th November 2019

MINUTES (FGP5)

Attending

Liz Thorne (Chair), (LT) Sue Mullan (SM), Nick Cane (NC), Peter Porter (PP)
Nirosha Thilagarajan (NT from 7.30pm)
Rob Woods (RW) Clerk

41/19 Apologies for absence and approval

No apologies received

42/19 Declarations of pecuniary, other significant or voluntary interest

There were declarations of interest made

43/19 Agree Minutes FGP4 of meeting of 21st October 2019 and sign

The Minutes of the last meeting were circulated in advance and **agreed as a true record of proceedings and signed**

44/19 To note budget performance

Budget performance was **noted**.

RW reported that the lowest price he was able to achieve for 12* 10.1 screen mobile devices with Windows 10 software, as specified by full Council, was £2353.44 against a budget of £2000.

Resolved that, given their initial limited use as read only machines, that expenditure exceeding the £2000 budget is not considered good value for money.

It was agreed unanimously that the search for appropriate machines should continue and to defer a decision on procurement until the next meeting if the budget figure cannot be met . **(Action RW)**

45/19 To agree payment of accounts and note items of over £100

Payee	Net	VAT	Gross	Cheque	Reason
Viking	112.23	3.55	111.30	31	Stationery
Viking	3.73	0.75	4.48	32	Stationery
Viking	64.46	12.89	77.35	33	Stationery/Paper
Ashford Cattle Market Co Ltd	520.00	104.00	624.00	29	Rent
Chairman	16.00		16.00	30	Reimbursement Wreath

Clerk	762.53		762.53	27	Salary
HMRC	190.80		190.80	28	PAYE

Proposed LT Seconded PP Items over £100 were noted

NT arrived at 7.30pm

46/19 To consider and recommend a draft budget and precept for 2020/21

Following consideration of the options contained in a previously circulated report of the Clerk/RFO it was **resolved** by majority vote (4:1) to **recommend** that the Council adopts Option 1, to precept for the maximum forecast of expenditure of £52545 (current estimate)

Assuming Band D equivalents remain the same as 2019/20 the cost per household would reduce marginally by approx. 20p pa to £35.80. The Council's reserve would increase from £9650 to £34810 such that projects with a clear purpose would need to be identified, costed and funded from the reserve. **(Action RW)**

47/19 To consider the draft Sponsorship Policy and recommend to full Council

The draft policy was circulated in advance and following a brief discussion it was **resolved to recommend** it to full Council for adoption **(Action RW)**

48/19 To consider banking options and make recommendation to full Council

Following discussion on a previously circulated report by the Clerk/RFO it was **resolved** that Unity Trust Bank, represented the best value for money in terms of overall charges, quality of customer service and its ethical lending policy and it is **recommended** that the Council switches from its current banker to Unity Trust Bank as soon as possible.

49/19 To agree the date of the next meeting as 23rd December 2019 and items to be included on the agenda

The next meeting was **agreed** as 16th December 2019. Items will include a review of mobile device procurement costs if the budget of £2000 continues to be exceeded.

The meeting ended at 8.10pm