

## South Willesborough and Newtown Community Council

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Finance and General Purposes Committee (FGP10) (Virtual)

Monday 22<sup>nd</sup> June 2020 at 7.00 pm.

### MINUTES

**In attendance:- Peter Porter (Chair) (PP) Sue Mullan (SM) Nick Cane (NC)  
Nirosha Thilagarajan (NT) Louise Wilson (LW) Rob Woods (Clerk) (RW)**

#### **25/20 Apologies for absence and approval**

There were no apologies

#### **26/20 Declarations of pecuniary, other significant or voluntary interest**

There were no interests declared

#### **27/20 Agree Minutes FGP9 of meeting of 18<sup>th</sup> May 2020 and sign**

The Minutes of the last meeting were agreed as a true record of proceedings and signed by the Chair

#### **28/20 To note budget performance to date and bank reconciliation**

Budget performance to date and the bank reconciliation was noted

#### **29/20 To agree payment of accounts and note items of over £100**

PAYMENTS TO FINANCE & GP COMMITTEE			22nd June	2020		
PAYEE	NET	GROSS	VAT	CHEQUE	REASON	RECORDED IN
Clerk -Salary	£762.73	£762.73	£0.00	75	Clerk Salary	Clerk Salary
Employment taxes	£129.32	£129.32	£0.00	76	Salary oncosts	Clerk Salary
DMC Technologies	£39.95	£47.94	£7.99	DD	Phone/Broadband	Phone/Broadband
Gary Friend	£35.00	£35.00	£0.00	77	Temp. Web hosting	Web Hosting costs
Post Office	£0.94	£1.13	£0.19	*	Freepost costs	Projects
Lionel Robbins	£125.00	£125.00	£0.00	78	Internal audit fee	Legal costs
Vice Chair	£26.69	£32.03	£5.34	79	Expenses-stationery	Stationery

\* Agreed RW to pay in cash and reclaim expense

**Proposed: SM    Seconded: NC    Items over £100 noted (Action RW)**

**30/20 To consider the budget implications of Staffing Committee (draft) Minute 10/20 and make recommendations to full Council**

Following a long discussion, it was proposed by NT and seconded by SM that the Committee should recommend the following to Council

- a) To support the Staffing Committee's findings that the Clerk's working hours should be increased from 20 to 40
- b) The additional 20 hours to be provided through an equal job-share arrangement with the existing Clerk
- c) The appointment to be for a period of 12 months, with continuity subject to review
- d) The cost to be found from current balances in 2020/21 and through annual precepting thereafter
- e) In accordance with its delegated role, The Staffing Committee would oversee the appointment in conjunction with the Proper Officer including a review of the current job description
- f) The current salary provision for a Community Engagement Officer (£7250) should be ring-fenced for that purpose and not used to support this appointment

**Resolved: by unanimous agreement to recommend a)-f) above to full Council**

**31/20 To comment on the prices quoted for Speed Indicator Devices and make recommendations to full Council**

After a long discussion, it was proposed by PP and seconded by SM to recommend the full Council

- a) to initially purchase (subject to KCC approval) one, basic fixed speed indicator device at £7000 for installation either on Newtown Road or Orbital Park
- b) that a minimum target of 50% of total cost is found from external funding
- c) Council match funding to be found from current underspends and Projects budget
- d) any additional devices to be introduced as budgets allow

**Resolved: by unanimous agreement to recommend a)-d) above to full Council**

**32/20 To examine the actions for recovering the cost of Zoom Pro and its continued use as supplier of video conferencing services**

Following a discussion, it was **agreed** that the Council should continue to use Zoom but actions should continue to ascertain the reason for Zoom Pro's inaccessibility and to pursue a refund if necessary (**Action SM**)

**33/20 To agree the date of the next meeting as 20<sup>th</sup> July 2020 and items to be included on the agenda**

**20<sup>th</sup> July 2020 agreed as the next meeting date**

**There being no other business, the Chair closed the meeting at 8.35pm**

Signed .....

Date :.....

Chair