



Clerk: Mrs. J Barnes, Shinfield Parish Hall, School Green, Shinfield, Berkshire. RG2 9EH  
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MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON  
7 JUNE 2010 AT SHINFIELD PARISH HALL MEETING ROOM COMMENCING 19.00 HRS.

PRESENT: Cllrs M Bisset, I N Clarke, J Heggadon, P Hughes, R Pike, P Ratcliffe, A Seville.  
ATTENDING: J Barnes (Clerk).

- 10/FGP/01 ELECTION OF CHAIRMAN  
It was proposed and RESOLVED that Cllr Seville be elected chairman of the committee for the ensuing year.
- 10/FGP/02 PUBLIC QUESTIONS – There were none.
- 10/FGP/03 APOLOGIES AND DECLARATIONS OF INTEREST  
There were no apologies for absence.  
There were no declarations of members' interest.
- 10/FGP/04 MINUTES  
4.1 The minutes of the meeting of 29 April 2010 were approved as a correct Record.  
4.2 MATTERS ARISING  
4.2.1 The Clerk was asked to write to the Parish Plan Chairman to enquire of a publication date for the Parish Plan and Cllrs Clarke and Heggadon agreed to separately contact Mr Saunders on the matter.  
4.2.2 Cllr Clarke reported on his attendance at a Wokingham Sports Council meeting and confirmed that there was no further news emerging from WBC on the future of Ryeish Leisure Centre.  
4.2.3 The Clerk confirmed a letter had been sent to Assura.  
4.2.4 Cllr Ratcliffe reported that a Working Group had met to consider policies on Grievance Procedure and Disciplinary Procedure and would report to the next committee meeting.
- 10/FGP/05 FINANCIAL ISSUES  
5.1 A review of current interest rates available to the council was noted.  
5.2 It was proposed and RECOMMENDED that the following purchases be made:
- |      |          |  |
|------|----------|--|
| NSI  | £100,000 | Existing account                                   |
| HSBC | £50,000  | New account<br>Cllr Bisset & Clarke as signatories |
- 5.3 It was noted that short term commitments remained preferable due to pending issues relating to future management of Ryeish Green Leisure Centre.  
5.4 Cllr Heggadon drew attention to a possible requirement for a legal challenge on Masterplanning matters, currently being discussed.
- 10/FGP/06 ANNUAL ACCOUNTS 2009/10  
A report from the Internal Auditor regarding the financial year end 2009/10 was noted.

- 10/FGP/07 ANNUAL ACCOUNT 2009/10
- 7.1 Members reviewed the annual Income and Expenditure and Balance Sheet for the year ending 31 March 2010 which was noted.
  - 7.2 A draft Asset Register for year ending 31 March 2010 was noted. It was suggested and agreed that depreciation rates be changed in subsequent years.
  - 7.3 It was proposed and RESOLVED that, subject to minor edits, the following documents be adopted:
    - 7.3.1 Financial Regulations
    - 7.3.2 Financial Risk Assessment (subject to fidelity guarantee being increased to £250,000).
  - 7.4 It was noted that a new format for Financial Regulations is proposed and will be considered in 2010/11.
- 10/FGP/08 APPOINTMENT OF INTERNAL AUDITOR
- The Clerk reported on the requirement to review the effectiveness, value for money, competence, reporting and independence of the appointed Internal Auditor. It was proposed and RESOLVED that Mr Alan Harland be appointed as Internal Auditor for 2010/11 and further noted that the level of service received from Mr Harland fully meets and is appropriate to the council's requirements and expectations.
- 10/FGP/09 FINANCIAL GRANTS 2010
- 9.1 Determination of financial grants in general was deferred until the next meeting.
  - 9.2 Members specifically considered the following:
    - 9.2.1 School prizes
    - 9.2.2 Summer outing for senior vulnerable residents.
- In both cases no determination was made, pending further information. The Chairman volunteered to contact PCSO Suzie Carr in respect of the summer outing costs and subsidies and others were invited to enquire about the need for funding of school prizes,
- 10/FGP/10 FUTURE MEETINGS
- 26 July 2010.

APPENDIX 1 - ACTION LIST

<i>Issue</i>	<i>Action</i>
09/38.2.1 Assura	Clerk to seek a meeting with Assura re medical centre.
10/2.1	Clerk to write to Parish Plan chairman.
10/5	Clerk to make investment arrangements.