

Minutes approved on:	
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DRAFT

Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 04 January 2017 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19.30 hrs.

Present: Cllrs I Clarke, A Grimes and R Pike
Attending: S Roberts (Clerk), K Hughes (Deputy Clerk)

16/FGP/45 **Public Questions**
There were none.

16/FGP/46 **Apologies and declarations of members' interests**
46.1 Apologies were received and accepted from Cllr D Peer, Cllr C Hughes and Cllr P Hughes, due to illness.
46.2 There were no declarations of members' interests.

16/FGP/47 **Minutes of 05 December 2016 meeting**
47.1 It was proposed and **RESOLVED** that the minutes of the meeting of 05 December 2016 were a correct record of the meeting, and these were signed by Cllr Grimes.

Matters arising:

- 47.2 Community Infrastructure Levy
Cllr Pike asked about the CIL funds. It was noted that the council will soon start to receive CIL funding associated with the development. Following discussion, it was suggested that the Development Board review any funds received twice per year, in April and October, and proposed some recommendations to council. It was noted that, whilst the council receives a monthly report of anticipated CIL, the report does not detail when anticipated funds will be paid.
Members noted the need for the committees to identify capital programs, for the parish council to prioritise. Cllr Clarke noted that the council is short of open space to invest funds in.
- 47.3 Additional bank signatories
The Clerk confirmed that the new signatories for the RBS account is still work in progress.
- 47.4 Corporate credit card
Cllr Clarke asked for an update on the credit card. The Clerk reported that the approved council minute is required for the application to be processed.

16/FGP/48 **Budget 2017/18:**
48.1 Members reviewed the proposed budget for the 2017/18 financial year.
48.2 The following items were discussed:

- A budget of £24,000 for assessments of parish property
- An upgrade to BT infinity at Spencers Wood Pavilion to support the work of the car service
- The Chairman's Allowance to continue to be paid quarterly, in advance

- Cllr Grimes asked the Clerk and Deputy Clerk to consider the costs that are likely to increase with a growth in the population.
- 48.3 Following a review of the proposals, members made a recommendation for the budget, proposed by Cllr Clarke and seconded by Cllr Pike incorporating a zero increase from 2016-17 on the parish council precept amount of £66.30 for a band D house, for review and approval at the council meeting. The Clerk was requested to ensure that all papers are numbered and labelled, for ease of identification.
- 48.4 Members recommended the purchase of a replacement laptop for the Clerk from the current year budget for IT support.

16/FGP/49 **Correspondence**

There was none

16/FGP/50 **Date of next meeting**

The date of the next meeting was confirmed as Thursday 26 January 2017 at 19:30 hrs.

The meeting ended at 21:25 hrs

List of actions - There were no action items