



EYNSHAM PARISH COUNCIL

Finance & General Purposes Committee Meeting
in the Bartholomew Room at 6.30pm
on Tuesday 25 February 2020

MINUTES

Present: Cllr Nick Relph (Committee Chairman), Cllr Gordon Beach and Cllr Andy Mosson.
In attendance: Katherine Doughty, Clerk to the Council. No members of public were present.

- 20/FGP6 To receive apologies for absence** – Cllr Sue Brown and Cllr Ross Macken.
- 20/FGP7 To receive Declaration of Interest in agenda items** – None.
- 20/FGP8 Public Participation** – None.
- 20/FGP9 To review the minutes of the meeting of 28 January 2020** – Previous approval of the minutes was noted.
- 20/FGP10 Current financial update:-**
- (a) To review income and expenditure for the year to date** – The financial information in the previously circulated reports, was scrutinised.
 - (b) To recommend any virement or transfer to earmarked reserves** – No virements are required at the current time, however this will be added to the March Parish Council agenda following clarification of whether an invoice will be submitted in relation to the Pavilion Rebuild project.
- 20/FGP11 To consider and approve the Statement of Internal Control and Financial Risk & Internal Control Risk Assessment** – Both documents were considered. It was **RECOMMENDED** that appropriate measures and practices are in place and the documents are approved.
- 20/FGP12 To consider and recommend amendments to the Asset Register** – With the addition of the artwork at Wharf Stream Way, it was **RECOMMENDED** that the Asset Register is approved. The Clerk and Finance Officer are to explore alternative styles for an informal depreciation/investment register.
- 20/FGP13 To review insurance provision for the next financial year** – The Clerk advised that the insurance is due for renewal on 1 June and the Council will be entering year 3 of 3 of the contract.
- 20/FGP14 To review the S106 Contributions list and agree actions** – The list was reviewed and noted that the Council has claimed all outstanding funds at the current time.
- 20/FGP15 To receive an update on the Pavilion Rebuild Project and agree actions** – Updated plans have now been forwarded to the Planning Officer at the District Council. Clerk is to check whether an invoice is due to be received before the end of the current financial year and consideration of a virement if required. The contact details for Better (the charity who operate the local sports facilities) is to be obtained and project help explored with their local Manager.
- 20/FGP16 To receive an update on the Bartholomew Room Refurbishment Project and agree actions** – The valuation report was briefly reviewed. Clerk is to contact the Project Manager to ascertain the costs for undertaking only the necessary work to the building and understand the longevity of the required work.

Date of the next meeting – to be confirmed. Councillors and residents are to refer to the published meeting agendas for confirmed dates/times.

The meeting closed at 7.20pm.