



EYNSHAM PARISH COUNCIL

The Finance & General Purposes Committee meeting
held in the Bartholomew Room
on Tuesday 24 February 2015 at 7.30 pm

MINUTES

Present: Mr G Beach (Chair), Mr R Andrews, Mr A Bickley, Mrs V Hughes, Mr A Mosson.

In attendance: Rachel Faulkner (Clerk)

15/F/24 Apologies for Absence – Mr D Stukenbroeker

15/F/25 Declarations of interest – None.

15/F/26 The minutes of the meeting held on 18 November 2014 were signed by the Chair as a true record of the meeting.

15/F/27 Public Participation

Mr Larry Poole requested a grant of £300 for the Eynsham Folk Festival (12-14 June 2015). He explained that a large part of the profit from last year's festival will be used for this year's events. However, the organisers are keen to ensure sufficient funds to secure the future of the festival. He said that the festival aimed to be self financing in future years.

15/F/28 The committee considered the application for a grant from Eynsham Folk Festival and **RECOMMENDED** that a grant of £300 be given in 2015 but will not expect a request in 2016.

15/F/29 Current Financial Update – the Income and Expenditure for the year to 31 January 2015 was reviewed and the Clerk was asked to investigate some queries prior to the full council meeting on 3 March.

15/F/30 The committee considered the **Statement on Internal Control** and **RECOMMENDED** that no changes needed to be made.

15/F/31 The committee considered the Financial Risk and Internal Control Assessment and **RECOMMENDED** that an amendment be made regarding signatures on payment documents as recommended by the internal auditor.

15/F/32 The Clerk and Finance Assistant to update the Asset Register and circulate to members of the committee to be considered at the full Council meeting in April.

15/F/33 The committee considered the **Standing Orders and Financial Regulations** and agreed to re date and circulate to members for approval at the full Council meeting.

15/F/34 Insurance cover for June 2015 – June 2016. It was **RECOMMENDED** that the Clerk obtain quotes and renew providing any increase is no more than 10%.

15/F/35 The Council considered three quotes for tree felling of Willows in the Fishponds. Nicholsons Nurseries have already been asked to do some emergency felling. It was **RECOMMENDED** that Jenks Arboricultural Contractors be asked to complete the rest of the work.

15/F/36 The Council considered three quotes for repairs to the Pavilion ceiling. It was **RECOMMENDED** that a quote was accepted from Paul Hayes and Alan Langston

15/F/37 The committee **RECOMMENDED** that a contribution of £500 be offered to the group of local young people to assist with their application for funding for an expansion of the Skate Park.

15/F/38 The committee discussed additional hours required to allow for Clerk's training. It was **RECOMMENDED** that 30 additional hours be offered to complete the IIICA certificate by the end of March 2015.

15/F/39 The committee considered additional hours for the Playground Supervisor. The job description was discussed and amendments suggested. The committee **RECOMMENDED** that the contract was revised and the hours increased to 12 per week.

15/F/40 The Council confirmed that meetings in 2015/16 be held in July, November and February. Date of next meeting to be confirmed.

The meeting closed at 8.50pm.