

CHURCHDOWN PARISH COUNCIL

MINUTES OF THE MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE HELD ON MONDAY 5TH DECEMBER 2022 IN THE PARISH COUNCIL CHAMBER AT 7.30 PM

PRESENT

Cllr Lt Col Barton-Ancliffe
Cllr Gill Blackwell
Cllr Stewart Dove (Chairman)
Cllr Jason Richmond

Cllr Richard Smith
Cllr Pierre Weinzweig
Cllr Ian Yates (Vice Chairman)
Cllr Mrs. Loraine Yates

In Attendance: Geraldine Connor, Clerk taking minutes

227. To receive apologies for absence

227.1 Councillors Jane Attwood and Alan Porter.

228 To make any declarations of interest and receive requests for dispensations

228.1 Councillor Gill Blackwell and Richard Smith – planning (230.1)

228.2 Councillor Jason Richmond – CCA (234.1)

229 Public Participation

229.1 None

230 Planning

230.1 Erection of a dormer bungalow, garage and associated works.

Rear Of 29 Sandfield Road Churchdown Gloucester Gloucestershire
Ref. No: 22/00691/FUL

No objection. Members request that glazing is obscured where necessary and that GCC Highways ensure that the driveway is of sufficient width for safe transit on to and from Sandfield Road.

230.2 Approval of reserved matters in respect of the appearance, landscape, layout and scale, pursuant to planning permission 15/00719/OUT for the erection of 257 dwellings, hard and soft landscaping, car parking including garages, internal access roads, footpaths and circulation areas, public open space and associated works, together with additional details as required by conditions 2,3,7,12,13, 14, 20, 22 and 33 on the new Phase 5 on land north of Innsworth Lane, Innsworth.

Land To The North Of Innsworth Lane Innsworth Gloucester Gloucestershire
Ref. No: 22/01225/APP

Objection – Members strongly object and express serious concerns about highways safety given the proposed entrance/exit on to Frogfurlong Lane.

231. To confirm the minutes of meeting of Finance & Administration Committee held on 1st November 2022

231.1 The Minutes were confirmed as a true record and were signed by the Chairman, Councillor Stewart Dove.

232 To receive Clerk's Report

232.1 The Clerk's reported that the PFK Littlejohn has been awarded the external auditor contract for another 5 years.
The Clerk has updated all cashbooks and quarterly returns.
The Clerk will be advertising for a new office cleaner this week.

Cllr Gill Blackwell had completed the internal control checks.

233 To receive statement of income & expenditure (Appendix A)

233.1 The statement was tabled for Members.

234 To consider a recommendation to Full Council to enter into a 3 year SLA arrangement worth £20k per year, to support the CCA during a period of financial instability.'

234.1 A discussion ensued.
It was proposed, seconded and **RESOLVED** to invite the Chairman of Trustees to attend a meeting with Members of the F & A Committee in the new year.

235 To approve draft Finance & Administration Budget for 23-24

235.1 The draft budget was tabled for Members

A discussion ensued. A Member reported that expenditure for an ongoing service should be included in the annual budget which informs the precept.
It was proposed , seconded and **RESOLVED** to approve a budget in the sum of **£ 210,100 (Appendix B)**

236 To appoint a grant policy review working group

236.1 It was proposed , seconded and **RESOLVED** to appoint the following Members to the grant policy review group :

Councillors Nick Dring, Jason Richmond, Richard Smith and Ian Yates.

237 To appoint internal auditor for 2023/2024

237.1 It was proposed , seconded and **RECOMMENDED TO FULL COUNCIL** to appoint Mr Iain Selkirk.

238 To approve Clerk's attendance at National Practitioner's Conference : 1st &

2nd February 2023

238.1 It was proposed , seconded and **RESOLVED** to approve this request.
Members approved the attendance of the Clerk and Deputy Clerk.

239 Correspondence

239.1 None

240 Questions and Information

240.1 None

241. CONFIDENTIAL BUSINESS – PURSUANT TO S1 PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

241.1 It was resolved that in view of the confidential nature of the business to be transacted, that the press and public be excluded from the remainder of the meeting

242 To consider recommendations of Staff Working Group held on 15th November 2022 and discuss any matters arising.

242.1 It was proposed , seconded and **RESOLVED** to accept the recommendations with the exception that the Clerk should be awarded a two point increase, this being:
a. One point award on account of qualifications gained.
b. One point discretionary award based on performance.

Meeting closed at 9.17 pm

Date of next meeting 3rd January 2023

CHAIRMAN