

CHURCHDOWN PARISH COUNCIL

MINUTES OF THE MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE

AT 7.30 PM ON TUESDAY 4th June 2024

PRESENT

Cllr Jane Attwood

Cllr Pierre Weinzweig (Vice)

Cllr Alan Porter

Cllr Ian Yates

Cllr Wayne Hands(Chairman)

Cllr Mrs. Loraine Yates

Cllr Richard Smith

Also in attendance: Mrs Heather Day, Deputy Clerk taking minutes

68 To receive apologies for absence

68.1 Councillors Gill Blackwell, Graham Bocking and Stewart Dove

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

69.1 Cllr Richard Smith and Ian Yates

70 Public Participation

70.1 None

71 Planning

71.1 New Applications

[Single storey rear extension](#)

15 Field End Churchdown Gloucester Gloucestershire GL3 2AT

Ref. No: 24/00425/FUL

No objections

[Alterations to access and creation of driveway \(retrospective\).](#)

Lakeside Barn Churchdown Lane Churchdown Gloucester Gloucestershire

Ref. No: 24/00335/FUL

No objections

Correspondence

Eldon, Green Lane Churchdown - Extensions and alterations including 1.5 storey rear extension, porch, increase in roof height and alterations to fenestration.

PERMIT

Tanglewood, Parton Road Churchdown - TPO 304 - T1 and T2: Pine x 2:.. Weight reduction on lower over extended laterals growing over and towards house by 2m.

CONSENT

72 To confirm the minutes of meeting of Finance & Administration Committee held on 4th June 2024.

72.1 The Minutes were confirmed as a true record, and were signed by the Chairman, Councillor Wayne Hands.

73 To review and approve CPC Co-Option policy

73.1 It was proposed, seconded and **RESOLVED** to approve the CPC Co-Option Policy. **Appendix A**

74 To consider permitting the Deputy Clerk to be an additional credit card holder

Members agreed that it was essential for the proper running of the council that the Deputy Clerk be able to make purchases where necessary. It was agreed should the bank not allow an additional card holder on the existing account then a new credit card account be set up which would also allow the new Clerk to have a card once she is employed.

It was proposed, seconded and **RESOLVED** to approve the Deputy Clerk to be an additional credit card holder or to take out a new credit card as necessary

75 To consider amending the Financial Regulations Policy to increase item limits for Expenditure

Members agreed that due to the increased cost of living the current limit of £500 was not now sufficient on occasions.

It was proposed , seconded and **RESOLVED** to approve an increase the daily item limit to £1,000

Relevant Standing Orders and Finance Policy to be amended to show this new increase.

76 Correspondence

76.1 None.

77 Questions and information

77.1 A member requested that the boards in the Chamber were updated

77.2 A member requested that the Grants be advertised as soon as possible to allow more groups to apply. It was also requested that the amount of money made available for grants be looked at.

77.3 Members were reminded that it was down to the Clerk to set the Agenda and if something was not suitable, had not been requested correctly or there was not enough space to go onto an Agenda then it would not be added at that time.

77.4 A member asked if all future Policies would be the NALC version where possible. Members agreed that this would be the case and Policies would be updated as when they became due.

The meeting ended at 8.03p.m.

Date of the next meeting : 3 September 2024

CHAIRMAN