

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

17th June 2024

C Watkins (in the Chair)

P Bruce	(P)	P Sykes	(P)
P Kembery	(A)	D Marriott	(P)
N Beebee	(P)	L Fogg Rogers	(P)
C Watkins	(P)	N Labuschagne	(P)

19.06/24 Evacuation procedure - Leave via the fire door and assemble outside in the play area.

Noted

20.06/24 Apologies.

Apologies were received from Cllr Kembery

21.06/24 Declaration of Interests under the Localism Act 2011.

Cllr Labuschagne: South Gloucestershire Councillor

22.06/24 Public participation

None

23.06/24 To agree the minutes of meeting held on 20th May 2024.

RESOLVED, the minutes of the meeting held on 20th May 2024 were agreed and signed.

24.06/24 To note the Clerk's Report.

The Clerks report was discussed and noted.

A meeting was held with representatives from SGC and Elm Park school to discuss leasing the boundary by Big Bears. A map has been sent to members.

Members have been invited to represent the Parish Council on a panel to discuss public art works for the Harry Stoke development.

Draft posters and leaflets have been provided by FACE and sent to members. We have advised to include the word Winterbourne in front of the text that reads Parish Council. FACE advised they have started consultation work.

A meeting was held with the insurance broker who will get quotes ready for discussion at the July Council meeting. In addition, a quote has been sought from Clear Councils. It was a recommendation from the internal audit to get quotes from two sources.

*Broker advised that part of the insurance policy is to have a flat roof inspection annually.
Clerk to contact companies for quotes.

Phil Dye advised he has started the tree surveys.

The cutting of the bushes at Frenchay Car Park is complete.

Repairs to the wall in the Greenfield Centre Car Park have started and should be finished this week.

Lock and keys have been ordered for the allotments. Clerk to hand out to plot holders.

25.06/24 To agree the following grant requests:

- Four towns and vale community transport - £1000

Resolved to approve and recommend to full council

- Winterbourne Sports Association - £1,149.72

Resolved to approve and recommend to Full Council invoices 687 - £292.50, 1580771 – £327.90, 97586 - £236.82. Invoice 1580771 requires further information to be provided to be able to recommend to full council. **Clerk to contact applicant.**

26.06/24 To agree permission for Hambrook Cricket Club to use Whiteshill Common for its Annual Club Day on 7th July.

RESOLVED to agree permission. **Clerk to contact HCC.**

Cllr Fogg Rogers requested a Hambrook Commons Committee meeting is arranged.
Clerk to arrange.

Query raised regarding Hambrook Primary School having permission to use the common for their sporting activities. **Clerk to contact school.**

27.06/24 To agree transfer of reserves.

RESOLVED to agree payments presented be transferred out of the reserve fund. See Appendix 1.

28.06/24 To consider the possibility of discretionary funds for emergency work in the Parish.

Advised this would be mostly path vegetation clearance that is the responsibility of South Gloucestershire Council who may not have the capacity to complete the works themselves.

RESOLVED members did not agree with a discretionary fund. Instead would look at each case individually and a full council meetings. **Clerk to investigate insurance implications.**

29.06/24 To agree the request from a metal detectorist to move locations.

RESOLVED members declined the request to move from Whiteshill Common to Frenchay at the present time due to increased activity in Frenchay over the summer.
Clerk to contact applicant and to advise to reapply in the Autumn.

30.06/24 To consider adopting the 2024 NALC Model Financial Regulations.

RESOLVED all members agreed to present the new Financial Regulations for approval at the next full council meeting. **Clerk to produce a document for approval and to put as an agenda item at the next full council meeting.**

31.06/24 Reports from members:

- Frenchay

There is some damage to the flooring under one of the swings. Clerk advised this has already been reported and is being looked at.

It was suggested there should be signage at the park to advise users that the parish council own and maintain the park. **Clerk to order appropriate signage for all parks and equipment.**

There is a wire sticking out of the tarmac at the end of the new school path. **Clerk to contact Redrow.**

- Winterbourne, to include the Recreation Field, Duck Pond and Allotments

Many residents are upset that a duck was knocked down at the pond. Suggested to look at extra signage. In addition to organise a meeting with Frome Valley Angling Club to look at what can be done to stop people fishing without a license. Look at clearing the excess twine from the pond. **Clerk to organise the aforementioned.**

Advised that some Winterbourne Academy buses are being cut from September. This will affect three major routes. Confirmed that WECA (West of England Combined Authority) has the responsibility for providing bus services. A response to be produced and sent to relevant parties and to offer to facilitate a meeting.

- The Dingle, Winterbourne Down and Hambrook

No items to report

- The Greenfield Centre

No items to report that aren't on the clerk's report.

32.06/24 Any other items to note

Request to look more frequently at our reserves. In addition, include looking at producing an asset management plan which would identify potential future work/ costs. **Clerk to add to next agenda.**

Meeting concluded 8.50pm

APPENDIX 1

				RESERVE POT SUGGESTED
14.05.2024	£8,571.60	Car Parks Barriers	Luke Roche (Brunel Fire and Security)	Asset Management Frenchay
17.05.2024	£264.00	drains	Fastfix Drainage and Plumbing Ltd	Asset Management Frenchay
22.04.2024	£300.00	pavilion refurbishment plans	Claire Cordier (Reveal Architecture Designs)	Asset Management Pavillion
23.04.2024	£250.00	pavilion refurbishment plans	Claire Cordier (Reveal Architecture Designs)	Asset Management Pavillion
06.06.2024	£20.99	Wall Mounted Lock For Frenchay Car Park	Amazon	Asset Management Frenchay

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