

SOUTH SWINDON PARISH COUNCIL
(CENTRAL SWINDON SOUTH PARISH COUNCIL)

FINANCE & STAFFING COMMITTEE

Minutes of the meeting held on 23 January 2018 at 6.30pm
in the Lounge, Broadgreen Community Centre

- Present** Cllr C Watts (Chair)
Cllr J Howarth (Vice-Chair)
Cllr S Allsopp
Cllr J Firmin
Cllr N Hopkins
Cllr S Pajak
Cllr T Philpot
Cllr J Short
Cllr B Thompson
- Cllr A Hawkins (not Committee Member)
Cllr M J Miah (not Committee Member)
Cllr N Watts (not Committee Member)
- Officers** Joyce Holman (Parish Clerk)
- Public** Four
- Public Session** Ms Johnson asked if a breakdown was available of all the StreetSmart services and was informed by the Clerk that the Parish Council did not have detailed figures for each service. Ms Johnson also expressed her concerns about StreetSmart using long-term temporary workers rather than employing their own staff.
- 394** **Apologies**
Cllr M Dickinson
- Not Present**
Cllr I Shaikh
- 395** **Declaration of Interest & Applications for Dispensation**
None.
- 396** **Payment Schedule**
The Clerk submitted the Payment Schedule for January 2018 a copy of which appears as Appendix A to these Minutes.
- RESOLVED** that the Payment Schedule for January 2018 totalling £24,600.19 be approved.
- 397** **Accounts – December 2017**
The Clerk submitted for information a copy of the Income and Expenditure and Balance Sheet for the period to November 2017 a copy of which appears as Appendix B in the Minute Book.

399 **Grant Applications**

The Clerk submitted 5 Grant Applications Forms from local groups and organisations copies of which appear as Appendix C in the Minute Book.

Cllr N Watts spoke in support of the application from The Stowe and Cllr Allsopp spoke in support of the application from Walcot & Parks Community Group.

Each Grant Application was considered separately.

RESOLVED

- a) that a grant of £320 be made to The Stowe;
- b) that a grant of £46 be made to Early Intervention in Psychosis Team;
- c) that a grant of £1,000 be made to Swindons Walcot & Parks Community Group;
- d) that a grant of £1,750 be made to The Harbour Project;
- e) that a grant of £876 be made to Lawn Community Association.

400 **Quarterly Budget Review**

The Clerk submitted a report a copy of which appears as Appendix D in the Minute Book.

The report set out the current spending of the Parish Council against budget and also indicated those funds that would be earmarked for the same purpose at the end of the financial year if they had not been spent. The figures indicated that there would be a surplus of £39,250 at the end of the year against the revenue budget.

Cllr Allsopp stated that the first year would be different from future years as the assets that the Parish Council expected to be transferred to their ownership had not taken place and that leases needed to be drawn up with Swindon Borough Council. Councillors agreed that the leases should be in place by March in order that the Parish Council could start to make improvements.

RESOLVED that the report be noted.

401 **Quarterly Newsletter**

The Clerk submitted an email dated 18 January 2018 from Link magazine a copy of which appears as Appendix E in the Minute Book.

The Clerk informed Members that the Link magazine had confirmed that they would be able to hand deliver newsletter to the missing areas not covered by their magazine for an additional cost of £389 plus VAT. The Clerk also gave details of the problems they had encountered by using Royal mail for the delivery, which would only deliver to the first part of a postcodes and some of the parish shared their postcodes with other parishes, notably Eldene & Liden. This had meant that the first newsletter had not been delivered to the whole parish.

Due to the deadlines for the publications, it was agreed that the Chair and the Clerk would prepare the next newsletter and this would be circulated for comment from Councillors before the newsletter was printed. It would then be approved retrospectively at the next meeting of the committee.

RESOLVED that the quotations from the Link magazine for a page in the Link magazine and the distribution of a newsletter for a total price of £1,162 plus VAT be approved

402 **Broadgreen Community Centre**

The Clerk submitted the Half Year accounts for Broadgreen Community Centre a copy of which appears as Appendix F in the Minute Book.

The Chair stated that he had not expected the community centre to break-even for a couple of years, but from the half year figure it looked like there was a possibility this could be happen this year which would be a fantastic achievement.

403 Admission of Public and Press

RESOLVED that in accordance with Standing Order 3d) that in view of the confidential nature of the business about to be transacted that the press and public be temporarily excluded and they be instructed to withdraw; the reason being Staffing Matters.

404 Staffing

The Clerk reported that the Community Centre Development Manager had successfully completed her probation. The Environment Officer supplied by Pertemps had left after a week and she would be interviewing a replacement candidate later in the week.

The meeting closed at 7.05 pm

Signed.....
Date.....
Chair of the Council

DRAFT