

Minutes of the Littlemore Parish Council Finance and General-Purpose Committee meeting held at Edith Kempson House on Thursday 24th April 2025

Present: Chris Smowton (Chair), Maggie Willis (MW) and Dorian Hancock (DH).

In attendance: Tim Cann (Deputy Clerk)

Members of the Public: 0

Meeting opened: 19.02

FG 199/24 Chair's Welcome

The Chair welcomed everyone to the meeting.

FG 200/24 Apologies for absence

NONE.

FG 201/24 Declarations of Interest

NONE.

FG 202/24 Minutes of Previous Meeting held on Thursday 27th March 2025

It was RESOLVED the minutes are a correct record.

FG 203/24 Clerk's Report

- Clerk to compile a list of addresses needing changing,
- Clerk to check grants address on website is correct,
- Electrical safety checks,
- NS&I account – on going,
- Internal Control – restarting with new financial year,
- Basket swing still in use – clerk to contact Brian,
- Weed Control – Needs doing.
- Clerk to speak with Brian re future 'plan of work'.

FG 204/24 Bank Balances

The Committee reviewed the balances as at 21st March 2025. It was RESOLVED that any large amount of funds in a noninterest bearing account be moved asap into higher interest-bearing account.

FG 205/24 Receipts Report

Acting Clerk to send receipts report for between 25th January and 21st February 2025,

FG 206/24 Payments Report

Approved a list of payments between 22nd February 2025 and 21st March 2025.

FG 207/24 Payments Awaiting Approval

It was RESOLVED to pay:

- Littlemore Community Centre - £132.00,
- Harlequin Play Equipment - £5,792.52,
- Littlemore Village Hall - £114.00 & £108.00,
- Protective clothing for groundsmen - £222.00

It was also noted that the water bowser and pressure washer, previously resolved to purchase has still not been actioned. Clerk to order.

MW informed the committee that there had been done to the seats since the last tender. New tender needed.

FG 208/24 Budget Monitoring Report

The committee noted the Expenditure v Budget and Income v Budget reports.

FG 209/24 Reserves

The committee reviewed the report.

FG 210/24 Financial Regulations

CS and MW have gone through the draft Financial Regulation. CS to It was RESOLVED to defer to next meeting. A working group of MW, CS and Clerk to be set up to discuss differences.

FG 211/24 Small Grants

- i. Littlemore History Society requested £500.00. It was RESOLVED to award £500 as requested.
- ii. Littlemore Village Hall requested £500.00. It was RESOLVED to award £500.00 subject to confirmation the Village Hall has repair and renew lease.

FG 212/24 Play Equipment Maintenance:

After some discussion it was RESOLVED that the Clerk ensures this is on the Parks Committee agenda.

It was RESOLVED that the basket swing in the Oxford Road Recreation Ground is taken out of action ASAP.

It was RESOLVED

FG 213/24 Park and Play Equipment Maintenance

To consider weed and moss control around Council parks and play equipment.

Committee agreed in principle to engage Jon to spray council play equipment twice per month, subject to guarantee that the spray is to required industry standards and pending further information on equipment costs.

Committee agreed to defer discussion on whether this would be during existing cover hours or additional hours.

FG 214/24 Items of an urgent nature brought to the Clerk's attention, since the agenda was set. The Clerk must be informed before the start of the meeting for any item to be considered.

It was RESOLVED that £10,000 in reserves allocated to 'Staff Contingency' be reallocated to 'External Consultation'.

FC 215/24 Date of Next Meeting

Thursday 22nd May 2025

Meeting closed 21.30