

**FINCHAMPSTEAD PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE FINANCE & GENERAL MANAGEMENT COMMITTEE**  
**7.30 PM on 11 OCTOBER 2017**  
**FBC CENTRE, GORSE RIDE NORTH, FINCHAMPSTEAD, BERKSHIRE**

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**PRESENT:** Cllr Woof, Chair. Cllr Bromley, Vice Chair.  
Cllrs Cornish, Mrs Eytel, May, Rampton and Veitch.

Mrs Dagnall, Clerk.

**387/2017 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Cundy and Mrs Driver.

**388/2017 DECLARATIONS OF INTEREST**

Non pecuniary interests were declared as follows:

Cllr Bromley: California Ratepayers Hall: Finchampstead Park Management Committee.

Cllr May: Citizens Advice Bureau: Nine Mile Ride Primary School.

Cllr Rampton: Gorse Ride Infant and Primary Schools; Keep Mobile.

Cllr Woof: Blackwater Valley Countryside Partnership.

**389/2017 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 26 June 2017 were agreed as a true record.

**390/2017 MATTERS ARISING FROM THE MINUTES**

**258/2017 ASSET REVIEW**

There has been no further progress with the Wokingham Borough Council (WBC) Asset Review or the related lease for the allotment site. Cllr Veitch advised that he had raised the matter at the recent Borough Parish Liaison Forum.

**258/2017 LONDON BRIDGE**

Following advice that arrangements should be put in place in relation to the future death of a senior member of the Royal Family the Clerk has purchased books of condolence.

**180/2017 Emergency Planning / Business Continuity**

Cllrs Bromley and Woof and the Clerk will be meeting shortly to progress the Business Continuity Plan.

There has been no further progress with Finchampstead Emergency Response. Cllr Woof will follow this up.

**261/2017 Grant – Gorse Ride Summer Trip**

A grant of £500 was agreed for the trip which took place in August 2017. A letter of thanks has been received and was circulated.

**262/2017 Forward Plan**

The 2017/18 Forward Plan is now complete and has been circulated.

The event on 11 November 2017 will start the process for developing a new forward plan / strategy for 2018 onwards. The Clerk will circulate further information in due course.

### 267/2017 Forum – office printer

The printer has not been replaced yet but a new unit may be required.

### PUBLIC PARTICIPATION SESSION

No members of the public were present.

### 391/2017 INCOME & EXPENDITURE 2017/18

A report showing the current position was circulated prior to and at the meeting. Current or potential overspends on some lines were explained. The overall position is in order for the time of year.

Work will be starting shortly on preparing the 2018/19 budget.

### 392/2017 COMMUNITY INFRASTRUCTURE LEVY (CIL)

WBC provides monthly CIL reports. The latest report indicates that the Council is likely to receive £28,616 in April 2018, with a further £90,000 pending.

The Council currently holds CIL funds of approximately £24,000. The contribution of £20,000 to the Green Way will be released in October 2017 but there has been no progress with the Avery Car Park project for which funds are also committed.

### 393/2017 GRANTS AND DONATIONS

A summary of grant applications and potential donations was circulated prior to the meeting.

The following grants and donations were agreed, subject to approval by the Council.

Organisation	Grant requested £	Grant agreed £
Berkshire MS Therapy Centre	992	992
Berkshire Vision	230	230
Citizens Advice Bureau	3143	3143
Finchampstead Womens Group (Gorse Ride summer trip)	500	500 (previously approved)
Home Start Wokingham	800	800
Keep Mobile	6377	3500
Me2 Club	500	500
Wokingham Job Support Centre	1000	1000
Wokingham Volunteer Centre	600	1200

Category	Organisation	Donation agreed £
HALLS	California Ratepayers Hall	1000
	Memorial Hall	400
	Village Club	321 (previously approved)
CHURCHES	St James' Churchyard Trust	800
SCHOOLS *	Nine Mile Ride Primary School (roll 348)	2697
	Gorse Ride Infant School (roll 178)	1380
	Gorse Ride Junior School (roll 244)	1891
	Finchampstead Primary	900

	School (roll 116)	
OTHER	Blackwater Valley Countryside Partnership	4000
	FBC Youth activities	12,000 (previously approved)

\* It was agreed that the donation per pupil would be increased to £7.75 per pupil for all schools. The donations are to enable all pupils to participate in extra curricular activities, whether on or off the school site.

Total grants and donations for 2017/18 to be recommended to Main Council for approval are summarised below.

Grants	£8365	(Budget £9500)
Community Transport	£3500	(Budget £3500)
Halls and Churches	£2521	(Budget £2500)
Schools	£6868	(Budget £8000)
Blackwater Valley	£4000	(Budget £4000)
Youth activities	£12000	(Budget £12000)

### **394/2017 RISK MANAGEMENT & ASSET INSPECTION**

Further to the asset inspection in April 2017 a summary of works completed or in hand was circulated.

The Council will be taking on responsibility for the two new bus shelters being installed on Nine Mile Ride by Wokingham Borough Council.

The outcome of the grant application for two further defibrillators will be known this month.

### **395/2017 CONSULTATION AND COMMUNICATIONS**

An action plan for the Working Group was drawn up as part of the 2017/18 Forward Plan and has been circulated.

Arrangements for the household consultation are now in place, the consultation will go out on 6 November 2017.

### **396/2017 CORRESPONDENCE**

There was no correspondence to report.

### **397/2017 FORUM**

- Cllr Woof advised that he will be contacting members of the HR Sub Committee over arrangements for staff appraisals which are due to take place in November or December 2017. This will align the annual appraisals with the budget setting process.

### **398/2017 DATE OF NEXT MEETING**

The next meeting will be held in January 2018, the date is to be confirmed.

*These minutes are subject to final approval at the next meeting of the Committee*