

**PONTESBURY PARISH COUNCIL**  
**Finance & General Purposes Committee**  
**Held at The Pavilion**  
**At 6pm on 7<sup>th</sup> December 2023**

**PRESENT**

Cllr D Fletcher, Cllr A Hodges, Cllr M Trow, Cllr N Hignett,

**CLERK:** Debbie Marais, RFO, C Higgins

**No members of the public were present.**

**FGP 29.23 APOLOGIES FOR ABSENCE** - Cllr P Heywood, Cllr A Windows, Cllr S Davies, Cllr N Lewis and Cllr J Pritchard

**FGP 30.23 DECLARATIONS OF INTEREST AND DISPENSATIONS** - None

**FGP 31.23 MINUTES OF COUNCIL** -The minutes having been circulated with the agenda were taken as read. It was proposed by Cllr Trow, seconded by Cllr Hodges, all in favour, and **RESOLVED** that the minutes of the Finance & General Purposes Committee Meeting held on 5<sup>th</sup> October 2023 be approved and signed as a correct record.

**FGP 32.23 PUBLIC QUESTIONDRAFTS AND COMMENTS** - None

**FGP 33.23 DRAFT GENERAL RESERVES POLICY** – It was noted that the forecasted outturn to the end of March 2024 is £93,377, (approximately 4 months Net Revenue Expenditure)

**33.23.1** It was proposed by Cllr Hodges, seconded by Cllr Hignett, all in favour, and **RESOLVED** to **RECOMMEND** the draft **GENERAL RESERVES POLICY** for approval by Full Council.

**33.23.2** It was proposed by Cllr N Hignett, seconded by Cllr A Hodges and **RESOLVED** to **RECOMMEND** that the level of general reserves be set between 3 - 12 months Net Revenue Expenditure (NRE), aspiring to be at 6 months NRE.

**FGP 34.23 PARTNERSHIP AGREEMENT WITH ST GEORGE'S CHURCH FOR YOUTH PROVISION** – A draft agreement with St George's Church was considered and it was noted that the the grant obligations between Shropshire Council and the parish council to deliver a youth worker are incorporated into the agreement with the church. It was confirmed that whilst the youth club would be delivered by the church it, it will be open to all denominations and none. It was proposed by Cllr Trow, seconded by Cllr Hodges, all in favour and **RESOLVED** to **APPROVE** the agreement.

**FGP 35.23 PRE-PAID DEBIT CARD FUND TRANSFER** – it was proposed by Cllr Hodges and seconded by Cllr Trow, all in favour, and **RESOLVED** to **APPROVE** the following transfers:

35.23.1 Approval of **£260 to RFO debit card** for physical card and HP Instant Ink payments

35.23.2 Approval of **£160 to Clerk's debit card** for physical card and contingencies.

**FGP 36.23 APPROVAL OF DEBT RECOVERY MEASURES** – It was noted that the overdue invoice had been settled and no further action was required.

**FGP 37.23 FINANCIAL BUDGET FOR 2024/25** – The draft budget of £255,413 tabled by the RFO was considered on a line-by-line basis and the following amendments were **RECOMMENDED**:

**ANPR** – Consultancy fees increasing to 2 hours per month – increase budget by £330 to £3,700  
Remove budget for moving cameras (£600) **Revised total for ANPR** **£3,070**

*At 6:40pm Cllr Hignett gave his apologies and left the meeting due to ill health.*

**PAVILION** – The recommended budget of £16,000 for carbon reduction measures in the year was reduced to **£12,000**, with £8,000 coming from the Pavilion Earmarked Reserve. The additional £4,000 planned expenditure to be sought from grant funding from other sources.

Pavilion insurance budget increased by £300 to reflect the recent revaluation to **£1,800**.

**Revised Pavilion Budget = £63,216.00**

It was proposed by Cllr Fletcher, seconded by Cllr Hodges and **RESOLVED to RECOMMEND a REVISED BUDGET TOTAL = £251,413**. Cllr Trow thanked the officers for their work in preparing the budget.

**FGP 38.23 PRECEPT RECOMMENDATION** – The recommendations for use of reserves, (£8,000 from Pavilion EMR and £3,000 from Hall Bank Maintenance EMR) and balances were noted and it was proposed by Cllr Fletcher, seconded by Cllr Hodges and **RESOLVED UNANIMOUSLY to RECOMMEND A PRECEPT OF £240,413**.

**DATE OF NEXT MEETING** – To be confirmed with a 6:30pm start time.

*The Chairman closed the meeting at 7:25pm having thanked the RFO, Clerk and Committee for their input.*

**Signed** .....  
**Chairman**

**Date** .....