



**Minutes of the Finance & General Purposes Committee Minutes
held electronically on Thursday 18th June 2020
starting at 7.25pm.**

Members Attending: Cllr Appleby, Cllr Langford (left meeting at 8pm), , Cllr Riley (chair), Cllr Rosewell, Cllr Legat, Cllr Jeffes, Cllr Andrews

In Attendance: Michelle Leadbitter-Allen (Clerk)

Item	Content	Action
20.021	Apologies Received from Cllr Stirrup, Cllr Moffatt. Cllr Percy was unable to log into the meeting.	
20.022	The Minutes of the 21st May 2020 were approved by all as a correct record of events. Minutes to be signed in retrospect. There were no matters arising	ALL
20.023	Bills to Pay Bills to pay were viewed by all and agreed by Cllr Appleby and Cllr Legat. Both Councillors to email agreement to Clerk. Action: Clerk to process payments Action: Cllr Riley to authorise payments with the bank when satisfied with the above. Cllr Rosewell asked why the EKS Accounting Invoice was £60 instead of the usual £24; the clerk explained that this was due to the cost of the additional Year End Processes.	PA/JL MLA YR
20.024	F&GP Committee Annual Workplan Update 20.024.01 <u>8. Review bids against 2020 Boomtown Community Grants</u> As the lockdown is beginning to ease and applicants could be invited to view the vetting procedure at the F&GP meeting via Zoom, all members felt that it was a good opportunity to begin the process and open the fund to bids from the local community.	 PA
	Action: Cllr Appleby to include (if possible) in Chairman’s Report of IVN. Cllr Riley will include an article in the next edition of IVN. Action: Clerk to ensure that details of how to bid and application form are on the website and Facebook.	 MLA



Item	Content	Action
	Previous applicants to be notified that applications are now being accepted. Deadline for applications 10th September 2020. 20.024.02	
	<u>12: Review Monthly Inspection & Maintenance Contract</u> Clerk has emailed WCC contractor and Red Lynch Leisure for quotation for the monthly inspections at OSF & CG and maintenance programme. Action: Cllr Appleby to email Clerk with faults found at CG to be included in letter to Vitaplay raising points of concern and possible renewal of contract. Action: Clerk to add to F&GP July agenda for resolution	PA MLA
	20.024.03 <u>13: Resolve any queries from IA</u> Only outstanding issue is the Lengthsman Reserve: Clerk sent out email chasing responses on 16th June. Received additional replies from Micheldever and Wonston agreeing for Itchen Valley Parish Council to continue to keep the reserve. Action: Clerk to send one final email chasing replies on 25th June.	MLA
	<u>15: Check Lease of KGVth to WYFC for next season</u> Refer to workplan	
	<u>17: Event and Car Parking Policy (on Parish Council owned Land)</u> Refer to workplan	
20.025	IA Action Plan – update on Lengthsmans' Reserve Emails As minuted above	
20.026	There were no other items for consideration at the next meeting	
20.027	The meeting was closed at 7.40 pm Date and Time of following meeting: Thursday 18 th June 2020 at 7.45/8.00 pm until 9.00 pm. Location TBA	ALL



EXPENDITURE YEAR BEGINNING 01/04/20

DIRECT DEBIT TRANSACTIONS: 01/6/2020 - 12/06/2020

CHEQUE	PAID	TRANSACTION NUMBER	GROSS	VAT	NET	CREDITOR	DETAILS	NOMINAL CODE	BUDGET HEADING
DD200603NEST	03/06/2020	33	£ 84.56	£ -	£ 84.56	NEST	CLERK PENSION	1005	PENSION



Itchen Valley Parish Council

Serving the Communities of Avington, Easton, Itchen Abbas & Martyr Worthy

Itchen Valley Parish Council

Accounts to be paid

18th June 2020

Ser	Date	Invoice Number	Company	Service Provided	Amount	VAT	Total to Pay	Date & Initials Transaction Created	Date & Initials Authorised
To Pay					£s	£s	£s		
1	18/06/2020	7358	Greensmile	Grounds Maintenance CG/OSF May 2020	331.69	66.34	398.03		
2	18/06/2020		EKS Accounting	Payroll May 2020	50.00	10.00	60.00		
3	18/06/2020		M. Leadbitter-Allen	Salary June 2020	1149.34	0.00	1149.34		
*****END OF LIST*****									
Total Expenditure					1531.03	76.34	1607.37		
Income Received							£s		
Total Income							0.00		

Council have discussed and approved these payments and I have compared the original invoices to the amounts above and confirm that these accounts can be paid via Internet Banking

	First Name	Surname (Print)	Signature	Date
Cllr				
Cllr				