

Sonning Common Parish Council

Minutes of the meeting of the FINANCE COMMITTEE held using Zoom on Wednesday 9 December 2020.

Participating: Mr Stoves (Chairman), Mr Cann, Mr Kedge, Mr Rawlins and Mr Collings (RFO).

F20/075 Apologies for absence. Mr Shanagher who has since resigned from the council

F20/076 Declarations of Interest. None.

F20/077 Review of draft minutes of meeting of 4 November. It was resolved that the text of minute F20/071 as originally drafted should be adopted as correct and that Council should be asked to approve it being substituted for the erroneous version that was approved by Council on 16 November. Text reads: *F20/071 MHF matters Mr Shanagher requested that the committee:*

071.01 Approve the award of a £22,500 contract to Aurora CC to oversee on the parish council's behalf the tender, award and delivery of a contract to complete the groundworks for the field.

071.02 Specify how the working party may award a contract of up to £250,000 to deliver the groundworks project. The aim is to award the contract in December. The work, overseen by Aurora, should be complete in April 2021.

After a very full discussion of the whole project it was agreed:

- 1. To approve the appointment of Aurora CC to negotiate the contract on behalf of the council and in doing so to ensure adequate insurance arrangements are held by the contractor and that any/all stage payments are clearly defined against deliverables. Mr Shanagher is to oversee this activity with Mrs Snowden on behalf of the committee and Mr Cann will, likewise, review the contract before it goes to council.*
- 2. Mr Rawlins, as a member of the MHFWP, will liaise with Mrs Snowden to confirm to the council that the scope of the works to be contracted for matches the planning approval granted by SODC.*
- 3. Before coming to the Finance Committee for payment, stage payments will have to be approved by Mr Shanagher and Mrs Snowden.*
- 4. The major contract for c.£250K, once defined, will have to be approved by the full council with members having been appraised of the process followed.*

F20/078 Public Question Time. None present.

F20/079 Reconciliation of Accounts as at 30 November 2020 - presented and approved for Unity Trust account. Others to be circulated shortly

F20/080 Review of Financial Information at 30 November 2020- presented and approved.

F20/081 Accounts for payment: The following accounts for payment were reviewed and their payment was then authorised. Amounts and details relating to individuals have been concatenated for privacy:

November 2020 FC MEETING DOCKETS LIST

Docket	Chq No	Payee	Amount
		PERSONNEL COSTS	7,666.17
2021-252	UB1870	A1 Window clean	101.00
2021-253	UB1871	Active Risk mgmt	367.00

2021-254	UB1872	ARD Playgrounds	852.00
2021-255	UB1873	Aurora construction	3,600.00
2021-256	UB1874	Bowak	54.14
2021-257	UB1875	Came & Co	296.43
2021-258	UB1876	Carpet & Vinyl	588.33
2021-259	UB1877	DfLighting	1,830.00
2021-260	UB1878	Mr Fixit	250.00
2021-261	UB1879	D Hayes	140.00
2021-262	UB1880	Moore East Midlands	960.00
2021-263	UB1881	Peppard Building Supplies	242.76
2021-264	UB1882	Springwater Food bank	5,000.00
2021-265	UB1883	Snowden Consulting	1,000.00
2021-266	UB1884	Stuart Michael Assoc	1,530.00
		Total payments	24,376.83

F20/082 Grant requests. It was agreed to ask Sue Ryder to make a request using the SCPC application form. Regarding the FISH request to fund their wall it was agreed that it would be more appropriate to advise them of the possibility of a grant of £3k to £5K in next financial year towards delivery of their services in the community rather than a capital sum for their building.

F20/083 Review progress with Internal Audit recommendations – Mr Cann advised on actions and that there will be a meeting with the Internal Auditor later in the month.

F20/084 Review of MHF matters – Mr Cann talked the meeting through his review of the MHF project regarding community building and possible arrangements for a gymnasium and recommended that the MHFWP be required to set out a clear vision of what is expected/wanted to be built there as a basis for a simplified commercial deal to follow. His recommendation was approved.

F20/085 Draft Budget – this was reviewed and discussed with agreement to continue at another meeting on 16 December.

F20/086 Setting Quarterly Review dates to end 2021/22 FY – deferred to next meeting.

F20/087 Matters for future agendas – budget and precept.

Meeting closed at 19.40. Next Meeting: Wednesday 13 January 2021.

Chairman: Dated: