

**Shafton Parish Council**  
**Finance and General Purposes Committee.**  
**Shafton Community Centre.**



**Tuesday 7 May 6pm**

**Minutes**

**Present** Cllr Ruth Booker ( Chair) Cllr Jim Johnson, Cllr Janice Giles , Cllr Stephen Ellis, Cllr P Makinson, and D Gill, (Clerk)

Cllr Ruth Booker chaired the meeting.

**173. Welcome and introductions**

The Chair welcomed everyone to the meeting.

**174. Apologies for absences.**

Cllr Dave Hall.

**175. Declaration of pecuniary or non-pecuniary interest.**

None

**176. Minutes of the previous meeting**

The minutes of the previous meeting held at the Community Centre on Monday 16 April 6pm were read.

**177. Matters arising from the minutes of the meeting Monday 16 April 6pm**

**92.05 Allotment CCTV installation**

Ongoing

**92.09 Regimental Commemorative bench Dog Hill**

Awaiting site meeting.

**178 Ratification of the minutes of the meeting Monday 16 April 2024**

The minutes of the previous meeting were agreed.

**179. Accounts for payment.**

Kingfisher Accountants  
Internal audit

£360.00

**Agreed**

## **180. Monthly statement of accounts.**

The Clerk presented the following statements of accounts to the meeting:

- March Bank Statement
- March Financial Summary
- March Bank Account Reconciled Statement
- March Paid Expenditure Transactions

### **Financial summary**

- The opening balance as at the 1st April 2024 was £46274.51.
- The total income for the period from 01/04/24 to 30/04/24 was £48769.78.
- The total expenditure for the period 01/04/24 to 30/04/24 was £5227.71.
- Giving a closing balance of:
  - Instant access 468.25
  - Direct Plus account of £89348.33
  - **Total £89816.58**

### **Agreed**

## **181. Items for Decision/ recommendations to the council/business matters**

### **181.01 Shafton Recreation and Pleasure Ground Charity Commission up date of Trustees**

On going.

### **181.02 Co-operative Bank up date of Account Signatories**

The Clerk requested Cllr P Makinson and Cllr Jim Johnson complete the Co-operative Bank change of signatories form to become signatories for Shafton Parish Councils bank account.

### **Agreed**

### **182.03 Dual Authorisation for bank payments**

Ongoing

### **182.04 Annual Governance and Accountability Returns up date.**

The Clerk reported he would put this on the agenda for the next public meeting.

### **182.05 Fire audit Community Centre/ Risk Assessments**

Cllr Steve Ellies to complete- ongoing.

### **182.06 Summer Party in the Park concert Sunday 30 June 2024**

Cllr Makinson stated that publicity banners were in place.

Donna gave an overview of the current preparations and most things were in place including food stalls, fun fair rides games and a fun dog show.

The clerk requested copies safety inspection certificates for all rides and inflatables together with copies of their public liability insurance.

The Clerk also requested that the risk assessment form for the event be completed and returned to the Clerk.

### **182.07 Shafton Parish Council Bowling Green**

The Probation service have said they will continue with the works on the bowling green as previously agreed but unfortunately the supervisor has not received his training for the stihl saw so he cannot cut the tarmac for the sleepers, in the mean time they are painting the bowling green cabins.

### **182.08 Community Centre New Heating System**

The Clerk reported he would put this on the agenda for discussion at the next finance meeting.

### **182.09 Allotment Fees**

The Clerk reported that the Allotment fees were due in June, previously a member of the council had collected the fees.

The Clerk recommended that invoices be sent out to allotment holders and monies collected by cheques or bank transfer.

Agreed

### **183.00. Planning decisions**

None

### **184.00. Correspondence.**

Correspondence was received from a member of the public in support of Tots' Explore. The Clerk stated he had replied confirming that the Parish Council had agreed that the first hour for Special education need and disabilities would be free of charge, any hours after that would be charged at £15 per hour.

The Clerk suggested replying to the previous emails of support for Tots' Explore with similar wording.

**Agreed**

## **185 .00 Any other business**

### **185.01 Bowling club fees and Charges**

Cllr Makinson stated he had received new information on the running costs of the Bowling club and suggested the parish may wish to reconsider the fee and charges.

The Clerk reminded members that in accordance with standing orders A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least ( 3 ) councillors to be given to the Proper Officer.

### **185.02 Allotment Waste**

Cllr Jim Johnson suggested a poster was required to encourage allotment holders to recycle their allotment waste rather than leaving it in a place it not allowed.

**Agreed**

## **186. Date and time of next meetings.**

Shafton Parish Council AGM Monday 13 May 7pm

Shafton Parish Council Public meeting Tuesday 28 May 7pm

Meeting closed 7:00 pm