

Minutes of the meeting of the **Finance and Staffing and Policy Committee** held on Tuesday 11 July 2023, commencing at 11.00am at The Pavilion in the Park, Victory Park.

Present: Councillors      A Cross  
                                      D Dale  
                                      C Stanley  
                                      L Stinchcombe  
                                      C White

In Attendance:              Jeni Marshall (Clerk)

Apologies                      C Fewster

**FSP35/23**                      To receive apologies

Apologies were received as above.

**FSP36/23**                      To approve the minutes of the last meeting of the Committee  
 The minutes of the last meeting were approved and duly signed

**FSP37/23**                      To receive any declarations of interest  
 None received

**FSP38/23**                      To receive any representations from member of the public  
 None present

#### **Finance matters**

**FSP39/23**                      To approve further payment to Safe Spaces for artwork to tunnel relating to minute number FC331/22  
 Members resolved to agree a sum of up to £300 for paint and equipment

**FSP40/23**                      To verify and sign the bank reconciliation and original bank Statements  
 The bank statement and reconciliation for July was approved and duly signed

**FSP41/23**                      To receive the financial report and consider expenditure and income in line with the budget  
 The financial report was approved and noted

**FSP42/23**                      To note and approve income and expenditure transactions from 20 June – 5 July 2023  
 Income and expenditure were approved and noted

**FSP43/23**                      To note the Internal Control carried out by Councillor Stanley  
 The controls were viewed, considered and noted

**FSP44/23**                      To confirm the date and time of the next meeting  
 The next meeting is scheduled for Tuesday 15 August 2023

Signed

Dated

Start of year 01/04/23

### Invoiced Expenditure Transactions

Invoices with a ledger date on or after 20/06/23 and on or before 11/07/23

Invoice date	Tn no Paid date	Gross (£)	Vat (£)	Net Citee (£)	Supplier Invoice	Details
20/06/23	1442	34.54	5.76	28.78	FSP IN-025161	7 Office Supplies - Pens/Pencils, A4 Dares, Laminating Pouches
20/06/23	1443	40.05	0.00	40.05	FSP 050323 - 03/06/23	Unity Trust Bank - Automated payments, faster payments, account fee
20/06/23	1444	49.40	0.00	49.40	FSP 221/207/PFS	PATA (UK) - June Payroll
20/06/23	1445	500.00	0.00	500.00		Wolf Lore Trees & Garden Services - Fallen branches bike track and next to c
20/06/23	1446	704.70	117.45	587.25	PHAR 74171326	Opus Energy Ltd - The Pavilion and Park Lighting
20/06/23	1447	168.18	0.00	168.18	PHAR IN-0220222	Water Plus - Water supply for sports pavilion
20/06/23	1473	8,632.01	0.00	8,632.01	FSP June	Staff Salaries - June Salaries
21/06/23	1448	-704.70	-117.45	-587.25	PHAR 74171326	Opus Energy Ltd - Conita 1446, The Pavilion and Park Lighting
21/06/23	1463	9.99	1.66	8.33	PHAR 1387021605	Trade UK - Banner Tape - Screwfix
21/06/23	1482	36.00	6.00	30.00	PHAR 59539	Miles Architectural - New master pavilion key
22/06/23	1472	61.47	10.24	51.23	FSP 134175971980	Tesco Mobile Ltd - Mobile phone charges
23/06/23	1462	295.00	0.00	295.00	PHAR GVS602218	Golden Valley Stump Removal - Tree Stump Removal
27/06/23	1449	2,577.13	428.92	2,147.61	PHAR	Stroud Alarms - CCTV Upgrade, Installation of Additions and relocation
27/06/23	1450	561.00	93.50	467.50	PHAR	Stroud Alarms - Fire Alarm Service - new isolation switch, diagrammatic Zone
27/06/23	1461	156.60	26.10	130.50	PHAR 404	J.A.K.I. Security & Facilities Management Ltd - Community Patrol Officers 2
28/06/23	1460	100.00	0.00	100.00	PHAR JUN23-8	Stroud Valleys Project - SLA Maintenance Work At GCEI Field 23 May
28/06/23	1465	37.99	6.33	31.66	FSP 1079567	James & Owen Ltd - Stamp for Finance
29/06/23	1477	200.00	0.00	200.00	PHAR June	Wolf Lore Trees & Garden Services - Emergency Tree Surgery following stor
30/06/23	1451	12.99	0.00	12.99	FSP 206065322	Zoom - Subscription 12/06/23 - 11/07/23
30/06/23	1469	7.80	0.00	7.80	FSP June	Unity Trust Bank - Manual Handling Charge
30/06/23	1470	150.10	25.02	125.08	FSP 793331	Onecom Ltd - Phone & Broadband
30/06/23	1474	137.19	22.86	114.33	PHAR 025279	7 Office Supplies - General Cleaning
30/06/23	1479	247.80	41.30	206.50	PHAR	Smith's (Gloucester) Ltd - Trade Waste
01/07/23	1478	41.99	7.00	34.99	FSP 4686	Cloudy IT Ltd - Web hosting July 2023
03/07/23	1476	54.15	9.02	45.13	FULL 9087544	Fuel Genie Business Account Woldline IT Services UK Ltd - Fuel 1 June-30
04/07/23	1475	3,150.00	525.01	2,624.99	PHAR	T W Hawkins & Sons - Contract mowing April, May and June

Start of year 01/04/23

### Invoiced Expenditure Transactions

Invoices with a ledger date on or after 20/06/23 and on or before 11/07/23

Invoice date	Tn no Paid date	Gross (£)	Vat (£)	Net Citee (£)	Supplier Invoice	Details
04/07/23	1481	11.10	0.00	11.10	PHAR	Water Plus - Surface water drainage
06/07/23	1480	98.95	0.00	98.95	FULL 525135478	Zurich Insurance Plc - Additional premium following new play area and asset
<b>Total</b>		<b>17,371.43</b>	<b>1,209.32</b>	<b>16,162.11</b>		

## Invoiced Income Transactions

Start of year 01/04/23

Invoices with a ledger date on or after 20/06/23 and on or before 04/07/23

Invoice date	Invoice no.	Tn no	Received date	Gross (£)	Vat (£)	Net Cttee (£)	Details
21/06/23	June	624	20/06/23	5.00	0.00	5.00 PHAR	Stroud District Council - Severn Lottery Donation
27/06/23	CTC434	625	28/06/23	25.00	4.17	20.83 PHAR	Paula Iley - Greenways Residents' Meetup 27/06/23
30/06/23	20205525	627	30/06/23	82,941.99	0.00	82,941.99 PHAR	The National Lottery Community Fund - Main grants Payment for Inclusiv
30/06/23	June	629	01/07/23	317.40	0.00	317.40 FSP	Unity Trust Bank - Credit Interest
04/07/23	CTC436	626		25.00	4.17	20.83 PHAR	Wednesday Wives - Hall Hire 05/07/23
04/07/23	CTC437	628		4.17	0.69	3.48 PHAR	Laura Almeida - Outstanding amount from invoice CTC429
04/07/23	CTC438	630		60.00	10.00	50.00 PHAR	Nadia George - Toddler Group 6th July, 13th July and 20th July 9.30-11.
04/07/23	CTC438	631		520.00	86.67	433.33 PHAR	Seventh Day Adventist Group - Weekly hire of the Pavilion Hall. Sat 01/0
04/07/23	CTC440	632		30.00	5.00	25.00 PHAR	Brimscombe & Thrupp WI - Pavilion Hall Hire - Tuesday 11th July 19:00 -
04/07/23	CTC441	633		25.00	4.17	20.83 PHAR	Jodie Morgan - Sunday 16th July
<b>Total</b>				83,963.56	114.87	83,838.69	