



Kay Brown – Clerk

1 French Burr Place
Gloucester
GL1 5PH

Tel: 01452 247040 or 07775 935739

Email: fwsparishclerk@gmail.com
www.frethernewithsaul.org.uk

Minutes of Fretherne with Saul Parish Council Extra Ordinary finance meeting, held by Zoom due to Covid 19 restrictions, at 8:00pm on Wednesday 7th April 2021.

Present: Cllrs A Brown (Chairman), B Findlater, R Findlater, C Bierer, P Van Der Hooft, C Bartlett, Cllr R Cowley;

Register of General Public attending meeting: No members of the public attended

All documents had previously been circulated for councillors to review.

010421 To review and approve the Bank Standing Orders and Direct Debits.

These were reviewed, no queries raised.
Proposed Cllr Van Der Hooft, Seconded Cllr Cowley, all in approval

020421 To review and approve the Asset List.

It was noted that the list had been amended with the removal of the two items. It was discussed that the lower value items could be included as nominal value for office items on future asset list, suggested £250. No queries to the items listed on the asset list.
Proposed Cllr Cowley, Seconded Cllr R Findlater, all in approval
Action: Clerk to look into listing office items as a nominal value on future asset lists.

030421 To review and approve the Accounts.

There was a discussion about the bond now being requested for all new allotment tenants, should this be put in a separate account. This to keep it separate from the normal expenditure and held for future refund when the allotment was returned to council. At the moment this only involves three allotments. To be discussed at a future meeting. The accounts figures were discussed and the closing balance was verified.
Proposed Cllr Bierer, Seconded Cllr R Findlater, all in approval

040421 To review and approve the Year End Bank Reconciliation

The figures were reviewed with no questions.
Proposed Cllr B Findlater, Seconded Cllr Bierer, all in approval

050421 To review and discuss the Transparency Code

This document is on the parish website, needs no further amendment. To be carried over to the public meeting to be adopted.

060421 To review and discuss the Risk Management document

This is a fluid document which needs further work, and will be under review over the coming months. With regards to the various play equipment on the playing fields which is on the PC asset list, last year these were reviewed and maintained by the Memorial Hall Committee; if these are to continue being maintained by the MHC should it be considered to sign the equipment over to them and remove from the PC assets. To be discussed further.
Council to consider the document, bring thoughts to the next meeting of council to be discussed further.

Signed / Date



070421 To review the AGAR document

This is to be reviewed at the next full meeting.

080421 Date of next meeting – 28th April, 2021

There being no other business, the meeting closed at 21:10 Chairman

Members are reminded that the Council has a general duty to consider the following matters in exercising any of its functions: Equal Opportunities (Race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.

Signed / Date