



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD

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Parish Clerk: Julie Fortnum

Minutes of the meeting of the Finance and General Purposes Committee held in the meeting room at the Institute 38 Church Street Deeping St James PE6 8HD at 7.45pm on Thursday 18 November 2021.

Present: Councillors Bowell, Gilbert, Halls, Hosking, Shinkins-Hoppe, Stevens and Thomas

The minutes were taken by the Parish Clerk

22.32 To receive apologies of absence.

All present.

22.33 To receive any declarations of interest.

None received.

22.34 To adopt the minutes of the previous meeting held on Thursday 21 October 2021.

The minutes were agreed and signed.

22.35 To receive the Clerk's report.

The Clerk had received information from Unity Trust Bank about taking card payments and asked the Committee if this should be investigated. It was agreed that the Clerk should obtain further information.

22.36 To receive and consider reports on the Parish Council's income and expenditure from 1 April 2021 to date.

Noted.

22.37 To receive an update on the Parish Council's current financial position.

Noted.

22.38 To consider the budget and the parish council tax precept requirements for 2022/23.

As several budget headings had not been decided it was agreed to defer this item to an additional meeting arranged for 7pm on Thursday 6 December 2021.

22.39 To review the Parish Council's action plan and deleting amending and adding items to it as appropriate.

Councillor Bowell read through the action plan which was last reviewed in June 2021 and which he had updated since. Three items were outstanding that could and should be finalised – setting up Parish Council email accounts for Councillors, purchase of the Scribe Cemetery package and purchase of a Dictaphone. The Clerk said she would try to progress these items. It was agreed that the task of updating the Parish Council's action plan should be delegated to Council Bowell.

22.40 To agree the date of the next meeting – 7pm Thursday 6 January 2022.