



BURTON GREEN PARISH COUNCIL



MINUTES

of the meeting of the **Finance & General Purposes Committee** held in Burton Green Village Hall, Red Lane at 7:30pm on **11th February 2025**.

Present: Councillors McColl (Chairman), Gibbs, Hatton and the Clerk (Helen du Bois).

Other: Cllr Taylor

Public: none

No.	
1.	Apologies for absence
	The Council had received apologies from Cllrs Deeley and Marshall which were accepted.
2.	Declaration of Interests
	Cllr Gibbs declared an interest in item 6.
3.	To approve the minutes of the Finance and General Purposes Committee meeting held on 13th January 2025
	The minutes were signed without amendment.
4.	Public participation
	None.
5.	To receive the Finance Report and consider the invoices for payment
	The Finance Report and invoices for payment had been approved by the Full Council in the meeting on 10 th February 2025, item 10.
6.	To consider a grant application from Burton Green Residents Association for £3600.00
	The Residents Association had applied for the grant for the following purposes: <i>1. All costs associated with the running and administering the Bugle</i> <i>2. The production of publicity material relating to community matters</i> <i>3. The purchase of equipment and material used to further community ventures and events</i> The grant application was approved in full. ACTION: The Clerk to process the grant payment.
7.	To consider a proposal to agree a budget for donations towards the cost of replacement electrode pads and batteries for Burton Green's public defibrillators
	There are currently four public defibrillators in the village; replacement electrode pads cost ~ £140.00 and batteries cost ~ £200-300. The Clerk explained that the Council had recently received a request from the Residents Association to purchase replacement electrode pads for one of their defibrillators. The Committee agreed that there was no budget set aside for these costs in the 25/26 Budget for Expenditure, but it was resolved that funding for replacement pads/batteries for the village defibrillators would be incorporated into the Council's 26/27 Budget plans. ACTION: The Clerk to notify the Residents Association.



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8.	To consider a proposal to purchase a leaving gift when Councillors retire from the Council This was agreed in principle, and it was agreed to draft an Awards and Gifts policy. ACTION: The Clerk to draw up a draft Awards and Gifts policy for consideration at the next meeting.
9.	To consider the estimated costs for installing a dog waste bin at the footpath between nos. 147 and 151 Cromwell Lane This item was postponed until the next meeting.
10.	To review the recommended changes to the following documents regarding the new Finance & General Purposes Committee: <ul style="list-style-type: none">• Financial Regulations• System of Internal Control and Internal Audit• Risk Assessment This item was postponed until the next meeting.
11.	To consider renewing the Council's membership of CPRE for 25/26 at a cost of £60.00 This was approved. ACTION: The Clerk to process the payment.
12.	Close The meeting closed at 8.06pm

Signed: _____ Date: _____
Cllr McColl, Chairman