

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 6TH FEBRUARY 2023 AT 4.30PM.

Those present:

Chairman: Cllr D Cornock.

Councillor: Cllr G Craig, Cllr A Duffen, Cllr Miss S Nasreisfahany.

Officer: Mrs K Woods.

1. Apologies.

Apologies were received from Cllr H Hendry, Cllr Mrs J Lloyd and Cllr J Wilson.

2. Minutes of Previous Finance and General Purposes Committee Meeting

It was **RECOMMENDED:** That the Minutes of the previous Finance and General Purposes Committee meeting held on Monday 9th January 2023 be approved as a true and correct record.

3. Matters Arising.

a.) Minute number 3.) New Point of Sale System.

Members were informed that the Notice to Terminate Contract with Mindbody had been sent. The new Point of Sale System and accompanying equipment had been purchased with 12 months subscription and support paid for in advance, monthly subscriptions after the completion of these 12 months.

b.) Minute number 6.) Gym Signage.

Members were informed that the Clerk had sent correspondence to the Solihull MBC liaison for the Shared User Agreement, and was awaiting a response, as the liaison was currently on annual leave.

4. Gym Matters.

a.) Gym Figures - Profit and Loss figures.

Members were presented with the gym figures for January 2023, and they asked for profit and loss figures for the financial years of 2018/2019 and 2019/2020.

b.) Quotations.

b.i.) Camera on Gate.

It was **RECOMMENDED:** That this quotation be rejected as the camera is not part of the original CCTV contract.

b.ii.) Fire Exit Door Opposite Downstairs Gym Office.

It was **RECOMMENDED:** That the Parish Council accept this quotation and pay for their 17% of the final costs.

b.iii.) Sunbed Tubes.

It was **RECOMMENDED:** That this quotation be accepted and the Clerk to ask for the works to be carried out at the earliest convenience.

Chairman's Initials:.....

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c.) Local Gyms.

Members were presented with membership charges for local gyms.

d.) Legal Age to Use Gyms.

Members were informed that young people under the age of 13 can use a gym under parent of guardian supervision; 14 to 15 year olds can use a gym with a responsible adult, over the age of 18, on the premises at all times; over 16 year olds can use a gym with the presence or supervision of an adult.

Members discussed the above issues at length and it was **RECOMMENDED:** That a task force be set up to discuss ways to improve the running of the gym and increase membership and income.

5. Accounts Presented, Bank Reconciliation and Budget.

a.) Expenditure.

It was **RECOMMENDED:** That the following accounts be approved.

Direct Debit, Bill Payments and Standing Orders		Amount £
10/01/2023	HSBC - bank charges	8.00
11/01/2023	S/WOOD PRIMARY ACADEMY - gas, electric, water, refuse collection	1427.21
11/01/2023	S/WOOD PRIMARY ACADEMY - shared maintenance	18.33
12/01/2023	S/WOOD PRIMARY ACADEMY - shared maintenance	30.73
16/01/2023	W/MIDLANDS PENSION SCHEME	440.05
17/01/2023	NEST PENSIONS	21.01
18/01/2023	NEST PENSIONS	23.71
23/01/2023	IRIS BUSINESS SOFTWARE	15.16
23/01/2023	IRIS PAYROLL SOLUTIONS	7.10
23/01/2023	MINDBODY LTD - till software and support	270.00
26/01/2023	WATERLOGIC - water cooler	71.58
26/01/2023	POST OFFICE - next day delivery for Termination of Contract letter to Mindbody	6.85
27/01/2023	NEST PENSIONS	142.35
30/01/2023	STRIPE - new till equipment and training	188.34
30/01/2023	STRIPE - new till software and support	417.60
30/01/2023	HMRC - Inland Revenue p.a.y.e.	880.47
30/01/2023	GALLIERS DAIRY - milk-in-schools	225.00
31/01/2023	TANSHARE LTD - sunbed creams	280.74
02/02/2023	NEST PENSIONS	36.97
06/02/2023	BRITISH TELECOM - 2 x telephone, 2 x broadband	116.22

a.i.) Waterlogic.

It was **RECOMMENDED:** That a notice be put up stating that the water cooler be removed and gym members can bring water from home or purchase bottled water from the steward.

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b.) Bank Reconciliation

It was **RECOMMENDED:** That the bank reconciliation as at 31st January 2022 be accepted.

6. Exclusion of Public and Press.

It was **RECOMMENDED:** That in accordance with Schedule 12a of the Local Government Act 1972, the public and press be excluded from the following Agenda items: Staff Matters and Wages; Health and Safety; Security.

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PRIVATE SECTION

7. Accounts Presented, Bank Reconciliation and Budget.

a.) Income.

It was **RECOMMENDED:** That the following be accepted.

Income Banked	Amount £
09/01/2023 SUM-UP PAYMENTS - gym takings	46.69
10/01/2023 SUM-UP PAYMENTS - gym takings	114.04
11/01/2023 SUM-UP PAYMENTS - gym takings	21.62
12/01/2023 SUM-UP PAYMENTS - gym takings	44.52
13/01/2023 SUM-UP PAYMENTS - gym takings	40.40
16/01/2023 SUM-UP PAYMENTS - gym takings	24.86
17/01/2023 SUM-UP PAYMENTS - gym takings	39.32
18/01/2023 SUM-UP PAYMENTS - gym takings	27.14
19/01/2023 SUM-UP PAYMENTS - gym takings	12.77
20/01/2023 SUM-UP PAYMENTS - gym takings	52.87
22/01/2023 INTEREST	96.97
23/01/2023 SUM-UP PAYMENTS - gym takings	20.63
24/01/2023 SUM-UP PAYMENTS - gym takings	67.83
25/01/2023 SUM-UP PAYMENTS - gym takings	74.95
26/01/2023 SUM-UP PAYMENTS - gym takings	4.44
27/01/2023 SUM-UP PAYMENTS - gym takings	25.37
31/01/2023 SUM-UP PAYMENTS - gym takings	23.70
31/01/2023 VAT RECLAIM	727.89
31/01/2023 SUM-UP PAYMENTS - gym takings	23.70
01/02/2023 SUM-UP PAYMENTS - gym takings	44.63
02/02/2023 S/WOOD PRIMARY ACADEMY - 50/50 repayment from Academy for new lights in hall	129.53
02/02/2023 GYM TAKINGS - cash banked	1000.00
02/02/2023 SUM-UP PAYMENTS - gym takings	12.34
03/02/2023 SUM-UP PAYMENTS - gym takings	41.57

8. Staff Matters and Wages.

a.) Staff Wages.

It was **RECOMMENDED:** That the wages for weeks commencing 16/01/2023, 23/01/2023, 30/01/2023 and 06/02/2023 be approved.

9. Health and Safety.

There were no matters to report.

10. Security.

There were no matters to report.

WITH NO FURTHER BUSINESS TO BE TRANSACTED THE MEETING CLOSED AT 5.15 PM.

Chairman's Signature:.....