

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 9TH JANUARY 2023 AT 4.30PM.

Those present:

Chairman: Cllr D Cornock.

Councillor: Cllr G Craig, Cllr H Hendry, Cllr Mrs J Lloyd, Cllr Ms S Nasreisfahany, Cllr K S Paul.

Officer: Mrs K Woods.

In Attendance: Simon Upson - Head Steward.

1. Apologies.

There were no apologies received.

2. Smith's Wood Community Gym Figures.

Members were presented with the gym figures. Cllr Ms Nasreisfahany asked for a profit and loss statement for the gym.

3. New Point of Sale System.

Members were informed by Simon Upson that the current POS system does not produce the reports that the Parish Council are asking for. SumUp have stated that their POS system can be altered to suit the Parish Council's needs. The current POS system, run by Mindbody is currently £90 per month, SumUp's POS system is from £29 per month. Transferring to a new system would incur setting up, training and equipment costs, but these would be a one-off fee of approximately £200. Simon Upson stated that the two systems should be run side by side for a month to ensure that all data has been migrated and that there are no problems with running the new system.

It was **RECOMMENDED:** That the new POS system by SumUp be purchased.

4. Scale of Fees and Charges.

It was **RECOMMENDED:** That the fees and charges remain the same until after, at least three months of using the new POS system.

5. Gym Opening Times.

It was **RECOMMENDED:** That the current opening times remain as the normal opening times.

6. Gym Signage.

It was **RECOMMENDED:** That the Clerk contact Solihull MBC and remind them of their promise to install signage for the gym. It was also suggested that a sign be painted on the stairwell wall.

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7. Painting and Decorating the Gym.

It was **RECOMMENDED:** That quotations be sought for the painting and decorating of the gym, stairwell, shower blocks and corridors.

8. Hall Hire Terms and Conditions and Invoice.

Members were presented with a draft invoice and terms and conditions for the hall hire. It was **RECOMMENDED:** That members take the information provided home to peruse and report back at the next meeting.

9. Accounts Presented, Bank Reconciliation and Precept.

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

a.) Expenditure.

Direct Debit, Bill Payments and Standing Orders

21/12/2022	IRIS BUSINESS SOFTWARE	13.66
21/12/2022	IRIS PAYROLL SOLUTIONS	7.10
21/12/2022	LDC STORES - cleaning materials	59.40
22/12/2022	NEST PENSIONS	143.01
23/12/2022	NEST PENSIONS	42.26
28/12/2022	WATERLOGIC - water cooler	71.58
30/12/2022	VIKING DIRECT - stationery	10.61
30/12/2022	LDC STORES - cleaning materials	19.80
30/12/2022	LDC STORES - cleaning materials	37.14
02/01/2023	HMRC - Inland Revenue p.a.y.e.	818.53
03/01/2023	SOLIHULL MBC - Business rates	986.00
04/01/2023	BRITISH TELECOM - 2 x telephone line 2 x broadband	122.99
04/01/2023	GALLIERS DAIRY - milk-in-schools	187.50
04/01/2023	PKF LITTLEJOHN - external audit	480.00
09/01/2023	D & M GYM SERVICES - supply and fit parts	270.00

b.) Income.

RECEIPTS - Income Banked

		Amount £
19/12/2022	SUM-UP PAYMENTS - gym takings	13.27
20/12/2022	SUM-UP PAYMENTS - gym takings	4.42
22/12/2022	INTEREST	171.89
23/12/2022	SUM-UP PAYMENTS - gym takings	9.93
05/01/2023	SUM-UP PAYMENTS - gym takings	96.81
06/01/2023	SUM-UP PAYMENTS - gym takings	125.93

b.) Bank Reconciliation.

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

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10. Staff Matters and Wages.

a.) Staff Wages.

It was **RECOMMENDED:** That the wages for weeks commencing 26/12/2022, 02/01/2023 and 09/01/2023 be approved.

WITH NO FURTHER BUSINESS TO BE TRANSACTED THE MEETING CLOSED AT 5.37PM.

Chairman's Signature:.....