

BISHOP'S WALTHAM PARISH COUNCIL
Minutes of the meeting of the Finance, Policy and Resources
Committee held at Jubilee Hall, Little Shore Lane, Bishop's Waltham on
Tuesday 5th January 2016 commencing at 7.30pm.

Present:

Committee Members

Cllr B Nicholson	Chairman
Cllr T Wilson	Vice Chairman
Cllr Mrs T Conduct	
Cllr Mrs J Marsh	
Cllr R Shields	

Non-Committee Members

None

Also in attendance

Mrs L Edge	Clerk
Mr J Storry	RFO

Members of public

3.

FPR127/15 To receive and accept apologies for non-attendance

All present at meeting.

FPR128/15 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.

None relating to the business of the meeting.

FPR129/15 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.

None relating to the business of the meeting.

FPR130/15 Public Session

No members of the public wished to speak at this time.

FPR131/15 Minutes of the meeting of the Finance, Policy and Resources Committee 1st December 2015.

Resolved: to approve the minutes of the meeting of the 1st December 2015.

Proposed: Cllr Mrs Conduct

Seconded: Cllr Mrs Marsh

All in favour.

FPR132/15 Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 1.12.15

FPR114/15 Reserves transfers – JS in discussions with RBS – paper next meeting.

Action: JS

FPR120/15 Councillor email addresses – in hand with EMM.

FPR133/15 Parish Council Financial Position Year to Date and Balance Sheet

Noted.

FPR134/15 Verbal Report from the RFO.
Including Income & Expenditure Report.

Mr Storry reported on the following:

Cash flow to end of financial year.

- FPR135/15** **Parish Council Expenditure and Precept for 2016/17.**
Including comparisons of actual income and expenditure by code.
i) Resolved: to move budget for Jubilee Hall car park extension from 2015/16 to 2016/17 – zero impact on total precepted figure for 2016/17.
Proposed: Cllr Wilson
Seconded: Cllr Mrs Conduct
All in favour. **Action: LE/TW**
ii) Resolved: to recommend to the Council the estimated expenditure of £353,009 for 2016/17.
Proposed: Chairman
All in favour.
iii) Resolved: to recommend to the Council the precept requirement for 2016/17 as £353,437 less Council Tax Support Grant of £27,274 total £326,163.
Proposed: Chairman
All in favour. **Action: LE**
- FPR136/15** **PP Drainage – report quotations.**
Resolved: to recommend acceptance of the quote from Turf & Grass £1,150.00 to the Council.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Wilson
All in favour. **Action: LE**
- FPR137/15** **Review of Corporate Plan.**
Resolved: to review Plan again and remove all references that are included in other documentation i.e. Forward Plan, Standing Orders, Financial Regulations, Terms of Reference.
Proposed: Cllr Wilson
Seconded: Cllr Mrs Marsh
All in favour. **Action: LE/TC**
- FPR138/15** **Lawes Marsh - Manual Handling Policy.**
For consideration and adoption.
Resolved: to adopt the Manual Handling Policy.
Proposed: Chairman
All in favour.
Resolved: to arrange a meeting with the line managers of the groundsmen and the caretakers to compile the Tasks List (Appendix A); to consider the compilation of the Risk Assessments (Appendix B) using the Checklists (Appendix C) and the Methodology (Appendix E).
Proposed: Chairman
All in favour. **Action: LE/TV/FH**
- FPR139/15** **Leases and Licences.**
i) Proposal from Cllr Wilson
For consideration.
ii) Extension to BW Cricket Club lease.
For consideration.
Resolved: to set up a working party (BN/TW/RS) to make recommendations in relation to the leases and the new Cricket Club lease.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Conduct
All in favour. **Action: LE/BN/TW/RS**
Letter to be sent to Cricket Club re new lease. **Action: Clerk**

- FPR140/15** **Correspondence: Wall**
Work experience request.
For consideration.
Resolved: to approve the request from Miss Wall for work experience with the Council.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Shields
All in favour.
- FPR141/15** **Correspondence: NALC.**
i) Community Infrastructure Levy Review
Noted that Council has not received any CIL money as yet and were still awaiting full details from WCC. Would support the proposal to increase the share from 25% to 35%.
ii) Review of local council tax support schemes.
Noted that the Council were satisfied with the current arrangements.
NALC to be advised of comments. **Action: Clerk**
- FPR142/15** **Correspondence: CAB**
Redecoration and new carpeting for Well House.
For consideration and approval.
Resolved: to approve the request from the CAB for redecoration and new carpeting for Well House.
Proposed: Cllr Mrs Conduct
Seconded: Cllr Mrs Marsh.
All in favour.
CAB to be advised. **Action: Clerk**
- FPR143/15** **Forward Plan.**
List of actions and updates.
Noted.
Shared Services meeting to be arranged. Requests for agenda items to be sought.
Action: Clerk
- FPR144/15** **Councillors/Clerk reports**
None at present.
- FPR145/15** **Requests for future agenda items**
None at present.
- FPR146/15** **Date of next meeting 2.2.16**
Noted.

There being no further business the meeting closed at 8.40pm.