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 1st November 2016 commencing at 7.30pm.

Present:

Committee Members	Cllr R Howe	Chairman
	Cllr T Wilson	Vice Chairman
	Cllr Mrs J Marsh	
	Cllr B Nicholson	
	Cllr D Rowe	
	Cllr Mrs P Wilson	
Non-Committee Members	None.	
Also in attendance	Mrs L Edge	Clerk
	Mr J Storry	RFO
Members of public	None.	

FPR081/16 **To receive and accept apologies for non-attendance**
None.

FPR082/16 **To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**
None relating to the business of the meeting.

FPR083/16 **To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**
None relating to the business of the meeting.

FPR084/16 **Public Session**
No members of the public were present.

FPR085/16 **Minutes of the meeting of the Finance, Policy and Resources Committee 4th October 2016**
Resolved: to approve the minutes of the meeting of the 4th October 2016.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wilson
All in favour.

FPR086/16 **Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 4.10.16.**
Noted.

FPR087/16 **Parish Council Financial Position Year to Date and Balance Sheet**
Noted.

FPR088/16 **Report from RFO.**
i) Income & Expenditure 2016/17
For information only.
Noted.
Mr Storry advised that there may be a need to transfer funds from the Arbuthnot Latham account before the end of the financial year.

An end of financial year outturn forecast was requested for the next meeting.

Action: RFO

ii) Financial Variances October 2016.
For information only.
Noted.

Mr Storry also reported on the following:

1. Change of contract for gas supply for Jubilee Hall (estimated 18% reduction).
2. Pension Auto enrolment – discussions with Pension provider.
3. WCC revaluation of non-domestic rates – PP and HR to remain same, Jubilee Hall possible 11% increase (estimated).
4. Hants Pension Fund – draft strategy statement.

FPR089/16 **<u>Reserve transactions 2016/17.</u>**
Request from Halls & Grounds Committee for consideration.
Resolved: to recommend that the works required are undertaken in 2016/17 and the costs offset by a reduction in the appropriate Financial Reserves.
Works required: Replacement Aerial Runway (£8,000 Est); Replacement Basket Swing (£3,000 Est); Replacement Wet Pour Surfaces at Oak Road Play Area (£16,000 Est).
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wilson
All in favour.

FPR090/16 **<u>Jubilee Hall Office/Council Chamber improvements</u>.**
Options for consideration.
Cllr Howe presented the two options.
Resolved: to recommend to the Council Option B with an additional meeting room/office rather than balcony and to seek planning permission for the proposal.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wilson
All in favour. **Action: Clerk**

FPR091/16 **<u>Committee Budget Setting 2017/18.</u>**
i) Recommendations from the Committees.
Discussion points:
Reserves transfers.
Unacceptable increase.
Need for additional tractor in 2017/18 – could be deferred – RH/BN to review with senior groundsman. **Action: RH/BN/TV**
Resolved: to refer all budgets, with the exception of the Community Development Committee, back to the Committees and to request an increase of no more than 1.99%.
Proposed: Cllr Rowe
Seconded: Cllr Mrs Marsh
All in favour. **Action: Clerk/Admin Officer**

ii) Reserve transactions 2017-2020.
Resolved: to agree the reserve transfer for 2017/18 of £50,000 for the roof replacement at Priory Park.
Proposed: Cllr Wilson
Seconded: Cllr Howe
All in favour.

iii) Additional sources of funding.
For consideration.
Discussion points:
CIL funding.
Use of general reserves.
Well House – lease, change of use application.
JH car park extension issues.
Resolved: to recommend to the Council the sale of Well House to provide funding for the improvements to the Council Chamber/Office and the extension to the car park at the Jubilee Hall.
Proposed: Cllr Mrs Wilson
Seconded: Cllr Nicholson
All in favour. **Action: Clerk**

FPR092/16 **Allowances 2016/17.**
i) Chairman's Allowance.
To approve payment of the allowance for 2016/17.
Resolved: to increase the Chairman's allowance for 2016/17 to £500.00 and to arrange payment.
Proposed: Cllr Wilson
Seconded: Cllr Howe
3 in favour, 2 against, 1 abstention. **Action: Clerk**

ii) Councillors' allowance – proposal from the Chairman for consideration.
Resolved: to revisit proposal for the financial year 2018/19.
Proposed: Chairman
All in favour. **Action: Clerk**

FPR093/16 **WCC Invoice – Contribution for Market Town Development Officer 2016/17.**
For consideration.
Resolved: to agree the payment of £5,500.00 for 2016/17.
Proposed: Cllr Wilson
Seconded: Cllr Rowe
All in favour. **Action: Clerk**
Resolved: to advise Winchester City Council that due to serious financial constraints there are no funds budgeted for this role in 2017/18.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Howe
All in favour. **Action: Clerk**

FPR094/16 **Grant Applications for consideration:**
i) North Pond Conservation Group.
ii) BW Country Market.
iii) BW Minibus Group.
Resolved: to defer discussion of these applications until Committee has considered the cash flow forecast at December's meeting.
Resolved: Cllr Rowe
Seconded: Cllr Howe
All in favour. **Action: Clerk**
Grant policy to be reviewed at next meeting, copy to be sent to Committee members.
Action: Clerk

FPR095/16 **FOBS Fireworks Event 5.11.16.**
Resolved: to receive the risk assessment.

Proposed: Chairman
All in favour.

FPR096/16 **<u>Forward Plan.</u>**
List of actions and updates.
Noted.
Clerk provided update on LCAS submission.

FPR097/16 **<u>Councillors/Clerk reports</u>**
None at this time.

FPR098/16 **<u>Requests for future agenda items</u>**
None at this time.

FPR099/16 **<u>Date of next meeting - Tuesday 6th December 2016</u>**
Noted.

FPR100/16 **<u>Motion for confidential business:</u>**
The Chairman then moved:
"That in view of the confidential nature of the business about to be transacted involving commercially sensitive business as detailed below it is in the public interest that the public and the press be temporarily excluded and they are instructed to withdraw."

Mr Storry left the meeting.

FPR101/16 **<u>Oak Road Play area surfacing.</u>**
To consider the quotes received.
Resolved: to refer the quotations back to the Halls & Grounds Committee to consider the following:

1. **Quotations received for replacement wet pour.**
2. **Obtain guarantees for replacement wet pour as per quotations received.**
3. **Obtain quotations for removal of tiles, removal of concrete base and replace with bark/chippings or similar.**
4. **Cllr Nicholson to provide possible alternative suppliers following visit to exhibition on 3.11.16.**

Proposed: Chairman
All in favour. **Action: Admin Officer/BN**
Alan Kerridge, Lawes Marsh, to visit site and advise on actions.

There being no further business the meeting closed at 9.05pm.