

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 December 2015 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

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FPR108/15 To receive and accept apologies for non-attendance

No apologies required.

FPR109/15 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.

Cllr Nicholson – agenda items 9 & 10.

FPR110/15 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.

None relating to the business of the meeting.

FPR111/15 Public Session

No members of the public wished to address the Committee.

Cllr Mrs Marsh thanked the groundstaff for all their help at the Community Orchard planting.

FPR112/15 Minutes of the meeting of the Finance, Policy and Resources Committee 3rd November 2015.

Resolved: to approve the minutes of the meeting of the 3rd November 2015.

Proposed: Cllr Mrs Conduct

Seconded: Cllr Mrs Marsh

All in favour.

FPR113/15 Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 3.11.15.

Including update on FPR096/15.

Noted.

FPR052/15 Cllr Wilson advised the Committee that the check was now complete, awaiting reconciliation.

FPR037/15 Meeting to be arranged to review Corporate Plan (TC/LE).

- FPR114/15** **Parish Council Financial Position Year to Date and Balance Sheet**
 Noted.
 Mr Storry advised that the holding deposit (-£17) showing on the balance sheet had been corrected.
 Councillors queried the difference between the Current year fund, £153,668 and the year to date actual, £159,671.
 Mr Storry explained that this was in relation to the reserve transfers and he outlined the information provided by the software consultants, RBS.
 Cllr Wilson disputed the comments.
Resolved: Cllr Wilson and the Clerk to speak to RBS at next available occasion to seek clarification of the issue.
 Proposed: Chairman
 All in favour. **Action: TW/LE**
- FPR115/15** **Verbal Report from the RFO.**
Including Income & Expenditure Report.
 Mr Storry reported on the following:
 Pension applications for new staff members had been submitted to LGPS.
 Auditors' visit – 30.11.15 – no issues raised, unlikely to be any changes to format of the quarterly report, next visit Feb 2016.
 Cllr Nicholson left the meeting. Cllr Wilson took the chair.
- FPR116/15** **Parish Council Budget Setting for 2016/17.**
Including recommendation from the West Hoe Cemetery Management Committee. For consideration.
 Councillors considered the need to make provision to offset any loss of the government grant. Agreed to defer this until next year's budget setting.
Resolved: to recommend the revised budget, including the budget request from the West Hoe Cemetery Management Committee, to the full Council.
 Proposed: Cllr Mrs Marsh
 Seconded: Cllr Mrs Conduct
 All in favour. **Action: Clerk**
- FPR117/15** **Correspondence: West Hoe Cemetery Management Committee**
Request for funding for car park works.
Resolved: to recommend the payment of £4,600 to the West Hoe Cemetery Management Committee at BWPC's contribution to the car park works.
 Proposed: Cllr Mrs Conduct
 Seconded: Cllr Mrs Marsh
 All in favour. **Action: Clerk**
 Cllr Nicholson returned to the room and took the chair.
- FPR118/15** **Recommendation from Halls & Grounds Committee for ratification:**
i) Purchase of additional litter bins for Priory Park
Resolved: To ratify the recommendation of the Halls & Grounds Committee to purchase 6 Broxap Derby E' bins for Priory Park, with pyramid tops at a cost of £1,170.00 and for Richard Randall to create concrete bases with fixed earth anchors at a cost of £600.00.
 Proposed: Cllr Mrs Conduct
 Seconded: Cllr Mrs Marsh.
 All in favour. **Action: EMc**

ii) Hall Hire Matters.

Resolved: to ratify the recommendation of the Halls & Grounds Committee that with immediate effect and with no credit notes to be issued, that all bookings have to hire the whole of the room and are subject to the full hire rates accordingly, as per the current rates and conditions.

To ratify the recommendation that a licence is issued for Slimming World at the Jubilee Hall as follows: Annual Charge £4,411.50 and Monthly Charge £367.63.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Shields

All in favour.

Action: EMM

FPR119/15

STRI – Offer of service.

Report on Priory Park.

For consideration.

The Committee discussed the current drainage situation and the quotation from STRI. It was noted that the usage of the facility had changed since the last report and a new specification may be required for future years.

Resolved: to seek alternative consultants, via Hants FA, to provide additional quotations for the report.

Proposed: Cllr Wilson

Seconded: Cllr Nicholson

All in favour.

Action: Clerk

FPR120/15

Councillor Email addresses.

Proposal from Cllr Wilson.

For consideration.

Resolved: individual e-mail addresses to be created for all Parish Councillors that will enable the monitoring of official communication with members of the community.

Proposed: Cllr Wilson

Seconded: Cllr Shields

All in favour.

Action: LE/EMM

FPR121/15

Forward Plan.

List of actions and updates.

Noted.

LCAS application to be considered at PC meeting 8.12.15.

FPR122/15

Councillors/Clerk reports

None at this time.

FPR123/15

Requests for future agenda items

No requests at this time.

FPR124/15

Date of next meeting 5.1.16

Noted.

Cllr Shields tendered his apologies for this meeting.

FPR125/15

Motion for confidential business.

The Chairman then moved on the completion of the above business:

“That in view of the confidential nature of the business about to be transacted involving staffing matters 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.

FPR126/15

Staffing Matters.

Appointment of Senior Caretaker.

Resolved: to recommend the appointment of Mrs Felicity Harris as senior caretaker to the Council, spine point and salary as tabled.

To approve the contract as tabled.

Proposed: Cllr Mrs Conduct

Seconded: Cllr Mrs Marsh

All in favour.

Action: Clerk

There being no further business the meeting closed at 8.26pm.