

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 July 2014 commencing at 7.30pm.

Present:

Committee Members

Cllr P Stokes
Cllr Mrs J Marsh
Cllr B Gilling
Cllr Ms M Martin
Cllr B Nicholson
Cllr T Wilson

Chairman
Vice Chairman

Non-Committee Members

Cllr Mrs P Wilson

Also in attendance

Mrs L Edge Clerk

Members of public

None.

FPR016/14

Apologies for non-attendance

Cllr Mrs Conduct – prior commitment.
Mr J Storry – prior commitment.

FPR017/14

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

Cllr Nicholson – agenda items 18 & 20.
The Chairman agreed to move agenda item 19 to the first confidential agenda item.

FPR018/14

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

None relating to the business of the meeting.

FPR019/14

Public Session

No members of the public were present.

FPR020/14

Minutes of the meeting of the Finance, Policy and Resources Committee 3.6.14
Resolved: to approve the minutes of the meeting of the 3.6.14.

Prop: Cllr Mrs Marsh
Sec: Cllr Gilling
5 in favour, 1 abstention.

FPR021/14

Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 3.6.14.

Noted.

Risk Assessment – Clerk reported conversation with the External Auditor concerning the Risk Assessment. Clerk had requested response from the Council's Internal Auditor. No response received as yet.

Risk Assessment to be tabled at Council meeting on 8.7.14.

FPR022/14

Parish Council Financial Position Year to Date and Balance Sheet
Month 1 and Month 2 Reports.

Explanation requested from the RFO on the following variances:

Payroll Code 4000
Telephones Code 4020
Prof Fees Finance Code 4090

	Bank charges Code 4110. Response to be forwarded via email to Committee members. Balance Sheet. RFO to explain £2,000 OD showing on current account. Payment for WCC toilets – Clerk to chase invoice.	Action: RFO/Clerk Action: RFO Action: Clerk
FPR023/14	<u>Parish Council Reserves</u> To authorise transfer of funds to the reserve account. Prop: Chairman All in favour.	Action: RFO
FPR024/14	<u>Land Holdings Sub-Committee.</u> Resolved: to re-appoint the Land Holdings Sub-Committee (Clrs Conduct, Stokes and T Wilson). Prop: Cllr Mrs Marsh Sec: Cllr Gilling All in favour.	
FPR025/14	<u>Local Government Transparency Code 2014.</u> Resolved: to appoint a working party to formulate Council policy (Clrs Martin, Stokes and T Wilson). Prop: Chairman All in favour.	Action: MM/PS/TW
FPR026/14	<u>NALC Policy Consultation.</u> Underground Drilling Access (Payments for Access). Resolved: to support the recommendations from NALC on the Underground Drilling Access (Payments for Access) Consultation. Prop: Chairman All in favour.	Action: Clerk
FPR027/14	<u>Barleycorn Inn Boundary.</u> Report from Clerk. Resolved: To defer a decision on this matter pending the construction of the Wellbeing Centre and to request that the groundstaff check the area weekly. Prop: Chairman All in favour.	Action: Clerk
FPR028/14	<u>Forward Plan.</u> List of actions. Noted.	
FPR029/14	<u>Internal Review against the 10 tests for Quality Status.</u> Resolved: to undertake an internal review against the 10 tests for Quality Status. Review to be conducted by Cllr Shields and the Clerk. Prop: Chairman All in favour.	Action: RS/Clerk
FPR030/14	<u>Councillors/Clerk reports and requests for future agenda items.</u> Cllr Wilson – Fixed Asset Stock Check.	Action: Clerk
FPR031/14	<u>Date of next meeting 2.9.14</u> Noted. Cllr Gilling tendered his apologies for this meeting.	

- FPR032/14** **Motion for confidential business:**
The following motion will be moved on the completion of the above business:
“That in view of the Confidential nature of the business about to be transacted involving commercially sensitive business, possible legal matters and 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.”
- FPR032/14** **Correspondence: Staffing Matters**
Resolved: Position remains unchanged, notice was given and only Council can approve change in policy, noted that no disciplinary hearings had been held.
Prop: Chairman
All in favour.
Clerk to draft response for approval. **Action: Clerk**

Cllr Nicholson left the meeting.
- FPR033/14** **Correspondence: Andrew Smith & Son**
Resolved: to recommend to the Council that this matter is deferred until a response has been received from the South Downs National Park Authority on the proposals for the land.
Prop: Cllr Mrs Marsh
Sec: Cllr Wilson
All in favour.
Clerk to check possible timescale with SDNPA. **Action: Clerk**
- FPR034/14** **West Hoe Cemetery Management Committee**
Request to tender for Grounds Maintenance Contract.
Resolved: not to tender for the West Hoe Cemetery Maintenance Contract but to consider the possibility of ‘in house’ maintenance within the budget setting for 2015/16 and 2016/17.
Prop: Chairman
All in favour. **Action: Clerk**

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