



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council Finance, Policy and Resources
Committee held virtually
on Tuesday 5th January 2021 at 7.00pm.



Present:

Cllr T Wilson	Chairman
Cllr B Nicholson	Vice Chairman
Cllr K Jones	
Cllr Mrs J Marsh	
Cllr Mrs P Wilson	
Cllr Mrs J Wood	

In attendance:

Mrs L Edge	Executive Officer
Mrs E McKenzie	Deputy Executive Officer
Mrs H Fisher	Senior Admin Assistant (Finance)
Mr J Storry	Responsible Finance Officer

Members of the public: None.

- FPR115/20** **To receive and accept apologies for non-attendance.**
None – all Committee members were present.
- FPR116/20** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- FPR117/20** **To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- FPR118/20** **Public Session.**
No members of the public were present.
- FPR119/20** **To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 1st December 2020.**
Resolved: to approve the minutes of the Finance, Policy and Resources Committee – 1st December 2020.
Proposed: Cllr Mrs Wilson
Seconded: Cllr Nicholson
All in favour.
- FPR120/20** **Actions arising from the meeting of the Finance, Policy and Resources Committee – 1st December 2020.**
Noted.
- FPR121/20** **Report from RFO.**
Noted - Report on file for information.
Mr Storry reported/commented on the following:.
Arbuthnot Latham online access limited at the moment.
Barclays Bank closure – agenda item at PC meeting on 12.1.21.
- FPR122/20** **Finance matters:**
i) Internal Auditor's Interim Report – to note the report and refer to full Council.
Resolved: to note the Internal Auditor's Interim Report and refer to full Council.
Proposed: Cllr Nicholson
Seconded: Cllr Jones
All in favour.

Action: Exec Officer

ii) Payments Schedule – to approve payments.

Resolved: to approve the payments as tabled.

Proposed: Cllr Nicholson

Seconded: Cllr Mrs Marsh

All in favour.

iii) Bank Account Reconciliation Month 8 – to note the review by the Chairman.

Resolved: to note the review of the Bank Account Reconciliations Month 8 by the Chairman.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Nicholson

All in favour.

iv) Parish Council Financial Position Year to Date and Balance Sheet – to note current position

Resolved: to note the current Financial Position Year to Date and Balance Sheet.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Jones

All in favour.

v) Income and Expenditure Forecast – to note current position.

Resolved: to note the current position.

Proposed: Cllr Nicholson

Seconded: Cllr Jones

All in favour.

vi) Superfluous Reserve – for consideration.

Mr Story corrected 'reserve' to 'accrual' and requested that his paper be withdrawn.

The Chairman requested that Ridge be contacted to obtain final figures for the car park.

Action: Exec Officer

FPR123/20 Capital Control Report – for information only.

Noted.

FPR124/20 Recommendations from the Halls & Grounds Committee for consideration:

i) Halls and Grounds Hire rates 2021/22.

Resolved: to approve the recommendation in relation to the Halls and Grounds Hire Rates 2021 -22.

Proposed: Cllr Nicholson

Seconded: Cllr Mrs Wilson

All in favour.

ii) Replacement boiler for the Priory Park Clubhouse.

Resolved: to approve the recommendation of the Halls and Grounds Committee in relation to the replacement boiler for the Priory Park Clubhouse (CRS as the company to supply and install the new boiler system at Priory Park Clubhouse at a cost of £2,770 + VAT) and to pass to full Council for ratification.

Proposed: Cllr Nicholson

Seconded: Cllr Mrs Marsh

All in favour.

Action: Exec Officer

FPR125/20 Southern Footpath/Cycleway.

Update for consideration.

Resolved: to obtain tenders, when required, for the different sections of the works as follows:

With effect from April 2021:

1) The stage from the current Tangier Lane Development to Priory Park Car Park and then to the below Martin Street Development.

2) The stage from the Albany Farm Development to the current Tangier Lane Development when it commences, and the Council has a firm idea of exact locations for the start and finish of the path.

Proposed: Cllr Wilson

Seconded: Cllr Mrs Wood

All in favour.

Action: Exec Officer

FPR126/20 Jubilee Hall Car Park Management.

Update from the Executive Officer – for information only.

Noted.

FPR127/20 Requests for future agenda items.

None at this time.

FPR128/20 Date of next meeting – Tuesday 2nd February 2021.

Noted.

FPR129/20 Motion for confidential business:

The Chairman then moved:

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.

FPR130/20 Debtors List for consideration.

Noted – no action required at this time.

There being no further business the meeting closed at 7:35pm.