



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council Finance, Policy and Resources
Committee held virtually
on Tuesday 2nd February 2021 at 7.00pm.



Present:	Cllr T Wilson Cllr B Nicholson Cllr K Jones Cllr Mrs J Marsh Cllr Mrs P Wilson Cllr Mrs J Wood	Chairman Vice Chairman
In attendance:	Mrs L Edge Mrs E McKenzie Mrs H Fisher Mr J Storry	Executive Officer Deputy Executive Officer Senior Admin Assistant (Finance) Responsible Finance Officer
Members of the public:	None.	

- FPR131/20** **To receive and accept apologies for non-attendance.**
None – all Committee members were present.
- FPR132/20** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- FPR133/20** **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.
- FPR134/20** **Public Session.**
Cllr Nicholson advised the Committee that he had received correspondence concerning problems with social distancing outside Josie's in the High Street.
The Executive Office confirmed that she had been corresponding with WCC concerning this matter. No objection had been raised to the proposal to assist with this issue.
- FPR135/20** **To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 5th January 2021.**
Resolved: to approve the minutes of the Finance, Policy and Resources Committee – 5th January 2021.
Proposed: Cllr Mrs Wilson
Seconded: Cllr Nicholson
All in favour.
- FPR136/20** **Actions arising from the meeting of the Finance, Policy and Resources Committee - 5th January 2021.**
Noted.
- FPR137/20** **Report from RFO.**
Noted - Report on file for information.
Mr Storry reported/commented on the following: VAT refund received.
- FPR138/20** **Finance matters:**
i) Payments Schedule – to approve payments.
Resolved: to approve the payments as tabled.
Proposed: Cllr Nicholson
Seconded: Cllr Jones
All in favour.

ii) Bank Account Reconciliation Month 9 – to note the review by the Chairman.

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

Proposed: Cllr Nicholson

Seconded: Cllr Jones

All in favour.

iii) 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.

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

Resolved: to note the current position.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Jones

All in favour.

FPR139/20 Capital Control Report – for information only.

Noted.

FPR140/20 Leases and Licences Charges 2021-22 for approval.

Resolved: to approve the Leases and Licences Charges for 2021-22.

Proposed: Cllr Mrs Wilson

Seconded: Cllr Mrs Wood

All in favour.

FPR141/20 Telephone Box Relocation Project.

Recommendation from the Community Development Committee for consideration.

The recommendation from the Community Development Committee was not proposed as Councillors felt that it was not appropriate to be spending unbudgeted funds on this project at this time.

Resolved: CDC to consider seeking costs and agreeing the process for the removal of the telephone box from Hoe Road. To consider keeping the phone box in storage until such times as the parts can be used on another box (St George's Square?).

Proposed: Cllr Nicholson

Seconded: Cllr Mrs Wilson

All in favour.

Action: Deputy Exec Officer/CDC

FPR142/20 Forward Plan 2019-2023 Review and Update.

Discussion points: Replacement of Priory Park pavilion – to be included in 2021/22 H & G schedule.

Site for BW Surgery – agenda item next meeting.

Parish Council Quality Status – agenda item next meeting.

FPR143/20 Jubilee Hall Car Park Management.

Update from the Executive Officer – for information only.

Noted.

FPR144/20 Requests for future agenda items.

1. Site for BW Surgery.

2. Quality Parish Status.

Action: TW

Action: Exec Officer

FPR145/20 Date of next meeting – Tuesday 2nd March 2021.

Noted.

FPR146/20 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.

FPR147/20

Debtors List for consideration.

Noted – no action required at this time.

There being no further business the meeting closed at 7:54pm