



**Bishop's Waltham Parish Council**  
**Minutes of the meeting of the Parish Council Finance, Policy and Resources**  
**Committee held virtually**  
**on Tuesday 4<sup>th</sup> May 2021 at 7.00pm.**



<b>Present:</b>	Cllr T Wilson Cllr B Nicholson Cllr K Jones Cllr Mrs P Wilson Cllr Mrs J Wood	Chairman Vice Chairman
<b>Non- Committee Members:</b>	Cllr K Ford Cllr D Iro	
<b>In attendance:</b>	Mrs L Edge Mrs E McKenzie Mrs H Fisher Mr J Storry	Executive Officer Deputy Executive Officer Senior Admin Assistant (Finance) Responsible Finance Officer
<b>Members of the public:</b>	None.	

- FPR184/20**     **To receive and accept apologies for non-attendance.**  
Cllr Mrs Marsh – family commitment.  
**Resolved: to receive and accept apologies for non-attendance as tabled.**  
Proposed: Cllr Mrs Wood  
Seconded: Cllr Wilson  
All in favour.
- FPR185/20**     **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
Nothing relating to the business of the meeting.
- FPR186/20**     **To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**  
Nothing relating to the business of the meeting.
- FPR187/20**     **Public Session.**  
No members of the public were present.  
Cllr Nicholson reported on a phone call relating to the hire of the petanque facility for an all-day event (including usage of the toilets).
- FPR188/20**     **To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 6<sup>th</sup> April 2021.**  
**Resolved: to approve the minutes of the Finance, Policy and Resources Committee – 6<sup>th</sup> April 2021.**  
Proposed: Cllr Nicholson  
Seconded: Cllr Mrs Wood  
All in favour.
- FPR189/20**     **Actions arising from the meeting of the Finance, Policy and Resources Committee - 6<sup>th</sup> April 2021.**  
Noted.  
FPR125/20 – remove, now with H & G.
- FPR190/20**     **Report from RFO.**  
No report/supplement this month – all items covered in previous months.
- FPR191/20**     **Finance matters:**  
**i) Payments Schedule – to approve payments.**  
**Resolved: to approve the payments as tabled.**

Proposed: Cllr Jones  
Seconded: Cllr Nicholson  
All in favour.

**ii) Bank Account Reconciliation Month 12 – 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 Mrs Wilson  
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 Jones  
Seconded: Cllr Mrs Wood  
All in favour.

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

**Resolved: to note the current position.**

Proposed: Cllr Jones  
Seconded: Cllr Wilson  
All in favour.

**v) Asset Register – to review and approve the removals and additions 2020/21.**

**Resolved: to review and approve the removals and additions 2020/21.**

Proposed: Cllr Wilson  
Seconded: Cllr Nicholson  
All in favour.

**FPR192/20 Capital Control Report - for information only.**  
Noted.

**FPR193/20 Access on to Parish Council Land – recommendation from the Halls & Grounds Committee for consideration.**  
**Resolved: to confirm the existence of a Deed of Access policy; to confirm the terms and conditions for an application (time period 3 years; review period, option to terminate if deed conditions are breached, clear reasons for authorised access applicable only to the owner during their time at the specified house); applications and charge to be considered by Halls & Grounds Committee; to advertise the availability of Deeds of Access; to draw up new document for consideration at next meeting.**  
Proposed: Cllr Nicholson  
Seconded: Cllr Jones  
All in favour. **Action: Exec Officer**

**FPR194/20 Precept Benchmarking – all Parish/Town Councils within the Winchester District. Report from Chairman – for information only.**  
The Chairman presented the report and provided an explanation of the figures.

**FPR195/20 Current Grant Opportunities- for consideration.**  
The Chairman thanked Mrs Trott for putting together the report for consideration.  
**Resolved: to pass the document to all Committees to allow them to consider any possible grant funding. Report to be provided for the Finance, Policy & Resources Committee detailing any applications made.**  
Proposed: Cllr Nicholson  
Seconded: Cllr Wilson  
All in favour. **Action: Exec Officer/Admin Assistant**

**FPR196/20 Requests for future agenda items.**  
None at this time.

**FPR197/20 Date of next meeting – Tuesday 1<sup>st</sup> June 2021.**  
Noted.

- FPR198/20 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.**
- FPR199/20 Priory Park Pitch Maintenance Quotation – for consideration.**  
**Resolved: to approve the quotation for the Priory Park Pitch Maintenance provided by Froud Brothers (Sand dressing £4,700 and verti draining £1,750) revenue costs within budget limit.**  
Proposed: Cllr Nicholson  
Seconded: Cllr Jones  
All in favour.  
Contractor to be advised. **Action: Senior Groundsman**
- FPR200/20 Aquadition contract renewal - for consideration.**  
**Resolved: to approve the renewal of the Aquadition contact for water testing at all sites.**  
Proposed: Cllr Jones  
Seconded: Cllr Mrs Wilson  
All in favour.  
Contractor to be advised. **Action: Deputy Exec Officer**
- FPR201/20 Well House lease renewal – for consideration.**  
**Resolved: to approve the renewal of the Well House lease to the Citizens' Advice at a cost of £9911.16 pa for 3 years – 2021 to 2024.**  
Proposed: Cllr Mrs Wilson  
Seconded: Cllr Nicholson  
All in favour.  
CA to be advised and new lease signed. **Action: Exec Officer**
- FPR202/20 Debtors List for consideration.**  
Noted – no action required at this time.

There being no further business the meeting closed at 7:57pm.