



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council Finance, Policy and Resources
Committee held at the Priory Park Clubhouse, Elizabeth Way, Bishop's Waltham
on Tuesday 6th July 2021 at 7.30pm.



Present:

Cllr T Wilson	Chairman
Cllr K Jones	Vice Chairman
Cllr D Iro	
Cllr Mrs J Marsh	
Cllr B Nicholson	

Non- Committee Members: Cllr Mrs M Pavey

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: 1

FPR022/21 To receive and accept apologies for non-attendance.

Cllr Mrs Wood – family commitment.

Resolved: to receive and accept apologies for non-attendance as tabled.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Jones

All in favour

FPR023/21 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.

Nothing relating to the business of the meeting.

FPR024/21 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.

FPR025/21 Public Session.

The resident addressed the Committee in relation to agenda item 17.

The Executive Officer reported the successful bid for CIL funding towards the replacement skatepark. The Council had not been successful with the application for CIL funding towards the South Pond.

FPR026/21 To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 1st June 2021.

Resolved: to approve the minutes of the Finance, Policy and Resources Committee – 1st June 2021.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Nicholson

All in favour that were present at the meeting.

FPR027/21 Actions arising from the meeting of the Finance, Policy and Resources Committee - 1st June 2021.

Noted.

FPR009/21

Charging points

Noted that credit had been received.

FPR028/21 Report from RFO.

Report noted and on file.

Mr Storry reported/commented on the following: clarification of requirements under the McCloud pension ruling; current balances in PC accounts; Arbutnot Latham instant access account available.

Exec Officer to contact other local Councils re their banking arrangements. **Action: Exec Officer**

- FPR029/21 Finance matters:**
- i) Payments Schedule – to approve payments.**
Resolved: to approve the payments as tabled.
 Proposed: Cllr Jones
 Seconded: Cllr Nicholson
 All in favour.
 Halls Manager to be asked to review contract for Jubilee Hall car park electricity.
Action: Halls Manager
- ii) Bank Account Reconciliation Month 2 – to note the review by the Chairman.**
Resolved: to note the review of the Bank Account Reconciliations Month 1 by the Chairman.
 Proposed: Cllr Nicholson
 Seconded: Cllr Mrs Marsh
 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 Nicholson
 Seconded: Cllr Iro
 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.
- FPR030/21 Capital Control Report - for information only.**
 Noted.
- FPR031/21 Cashless system for payments - Request from Admin Assistant for consideration.**
Resolved: to implement the cashless system for payments (BACS) with effect from 1.8.21.
 Proposed: Cllr Mrs Marsh
 Seconded: Cllr Iro
 All in favour.
 Admin Assistant (Halls) to advise hirers. **Action: Admin Assistant**
- FPR032/21 Jubilee Hall site – new building - Proposal from Cllr Wilson for consideration.**
 Cllr Wilson presented his paper.
Resolved: that the 2021-22 budgeted projects for the sale of Well House and the construction of a new building be deferred until the H&G Working Group completes its discussions and submits its recommendations to its Committee and then the F,P&R Committee and Parish Council for full approval.
 Proposed: Cllr Wilson
 Seconded: Cllr Jones
 All in favour.
- FPR033/21 Recommendations for Environmental Focus from the Community & Environment Committee for consideration.**
 Cllr Mrs Marsh presented the proposals.
Resolved: to approve the suggested updates to policies as tabled.
 Proposed: Cllr Mrs Marsh
 Seconded: Cllr Jones
 All in favour.
- FPR034/21 Current Grant Opportunities- for consideration.**
 Updates noted.
 Successful CIL bid for skatepark to be added.
 Grants for charging points at Hoe Road and Priory Park to be investigated (subject to facilities review). **Action: Exec Officer**

- FPR035/21 Requests for future agenda items.**
i) Petanque charges.
ii) Policy Review.
iii) Budget lines for grants. **Action: Exec Officer**
- FPR036/21 Date of next meeting – Tuesday 3rd August 2021.**
Noted.
- FPR037/21 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.
- FPR038/21 Land at Jubilee Hall – enquiry for consideration.**
Councillors discussed the request in detail and noted the ongoing facilities review, possible setting of precedent and difficulty in disposing of a community asset.
Resolved: to advise the correspondent that the Council was not in a position to consider the sale of any land at present due to the ongoing facilities review being undertaken by the Halls & Grounds Committee. To advise the correspondent that the current access on to the PC land required a licence from the Council in accordance with the policy. To inform the correspondent of the option to purchase a season ticket for the Jubilee Hall car park to overcome any current issues with parking.
Proposed: Cllr Nicholson
Seconded: Cllr Wilson
All in favour. **Action: Exec Officer**
- FPR039/21 CA Lease for Well House – proposal from Cllr Wilson for consideration.**
Resolved: to defer a discussion on this matter until legal advice received from the Council's advisors.
Proposed: Cllr Wilson
Seconded: Cllr Nicholson
All in favour. **Action: Exec Officer**
- FPR040/21 Staffing Matters for consideration.**
i) Payrise correction.
Resolved: to approve the corrected pay rise.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Jones
All in favour.
ii) Interview panel for Executive Officer role.
Resolved: to approve the appointment of Cllr Jones to the interview panel for the Executive Officer role.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Iro
All in favour.
- FPR041/21 Debtors List for consideration.**
Noted – no action required at this time.

There being no further business the meeting closed at 8:48pm.