

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 4th April 2017 commencing at 7.30pm.

Present:

<u>Committee Members</u>	Cllr R Howe Cllr T Wilson Cllr Mrs J Marsh Cllr B Nicholson Cllr Mrs P Wilson	Chairman Vice Chairman
--------------------------	---	---------------------------

Non-Committee Members None

<u>Also in attendance</u>	Mrs L Edge Mrs E McKenzie Mr J Storry	Clerk Administration Officer RFO
---------------------------	---	--

Members of public None

Before the meeting started the Chairman requested clarification on the delivery of the agenda and papers to the Committee members and the involvement of the Chairman of the Committee in the setting of the agenda.

After an exchange with the Clerk, Mrs Edge left the meeting.

FPR175/16 To receive and accept apologies for non-attendance
None tabled.

FPR176/16 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.
None relating to the business of the meeting.

FPR177/16 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.
None relating to the business of the meeting.

FPR178/16 Public Session.
No members of the public were present.

FPR179/16 Minutes of the meeting of the Finance, Policy and Resources Committee 7th March 2017.
Resolved: to approve the minutes of the meeting of the 7th March 2017.
Proposed: Cllr Mrs Wilson
Seconded: Cllr Mr Wilson
All in favour.

FPR180/16 Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 7.3.17.
Noted.

FPR033/16	H & S Polices	Agenda item next meeting.
FPR142/16	Ground Source Heat pump	BN awaiting date for site visit
FPR128/16	CIL funding	TW to investigate and clarify position.

Clrs Nicholson and Wilson queried the amounts stated for Albany Road, land at Tangier Lane and Coppice Hill. Also was the Malt Lane site included? Clarity required and response requested for procedure for release of funding. **Action: Clerk**

FPR181/16 Parish Council Financial Position Year to Date and Balance Sheet.

Noted.

Cllr Wilson – code changes requested; estimated £25-35k overspend but £22k to be funded from reserves.

FPR182/16 Report from RFO.

Mr Storry reported/commented on the following:

End of financial year 31.3.17 – accounts due to be closed 24.4.17.

Internal Audit 11.5.17.

Accounts to External Auditor by 26.6.17.

Schedule for accounts – FPR 6.6.17; PC 13.6.17.

Pensions return due by 28.4.17.

i) Income & Expenditure 2016/17

For information only.

Noted.

Milder winter than anticipated – impact on associated utilities costs.

On target for year end.

No further questions for RFO.

ii) Financial Variances February 2017.

For information only.

Noted.

No major financial variances – little change compared to previous months.

No further questions for the RFO.

RFO requested proper documentation when requesting year-end financial adjustments.

FPR183/16 Interim Internal Audit Letter Report November 2016 – January 2017.

To note the report from the Internal Auditor and refer to Council.

Resolved: to note the report, including comment concerning adequate standard of control, from the Internal Auditor and refer to Council.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Nicholson

All in favour.

Action: Clerk

FPR184/16 Recommendation from the Halls & Grounds Committee for consideration.

Storage Containers for Grounds Equipment.

Item withdrawn and referred back to Halls & Grounds following explanation from the Chair of H & G.

Actions for H & G - Length of unit to be clarified to ensure largest size possible for space; consider supply from docks. **Action: H & G**

FPR185/16 Grant applications 2017/18.

For consideration.

Chairman requested that all applications should be considered carefully.

Grant application form to be reviewed following comment from Cllr Mrs Wilson concerning the question regarding funding requested from elsewhere. If answer is 'no' organisations should be asked for reasoning. **Action: Clerk**

1. Bishop's Waltham In Bloom:

Resolved: to recommend a Section 144 grant of £1,000 for Bishop's Waltham in Bloom in the Council year 2017/18.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Wilson

All in favour

2. **St Peter's PCC:**
Deferred pending receipt of accounts.
Suggestion made to include churchyard maintenance within cemetery contract.
3. **Chamber of Trade:**
Resolved: to recommend a Section 144 grant of £2,000 for the BW Chamber of Trade and Commerce in the Council year 2017/18.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Wilson
4 in favour, 1 abstention.
4. **CAB:**
Resolved; to recommend a Section 142 grant of £1,000 for the Citizens Advice Winchester District in the Council year 2017/18.
Proposed: Cllr Nicholson
Seconded: Cllr Mrs Marsh
All in favour.
5. **BW Scouts:**
Resolved: to recommend a Section 137 grant of £1,000 for the BW Scouts in the Council year 2017/18.
Proposed: Chairman
All in favour.

All grants made under the proviso that all were accompanied by a letter expressing the financial constraints the PC is currently under. **Action: Clerk**

- FPR186/16** **Forward Plan.**
List of actions and updates.
Noted.
Cllr Mrs Marsh reported that Southern Parishes now has a constitution – agenda item at next week's PC meeting.
- FPR187/16** **Councillors/Clerk reports**
Chairman: Nothing to report.
Tabled his apologies to the Clerk for the comments at the start of the meeting.
- FPR188/16** **Requests for future agenda items**
1. Review of grant policy and application form.
- FPR189/16** **Date of next meeting - Tuesday 2nd May 2017.**
Noted.

There being no further business the meeting closed at 8.50pm.