

# 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 2<sup>nd</sup> May 2017 commencing at 7.30pm.

**Present:**

Committee Members

|                   |               |
|-------------------|---------------|
| Cllr R Howe       | Chairman      |
| Cllr T Wilson     | Vice Chairman |
| Cllr Mrs J Marsh  |               |
| Cllr B Nicholson  |               |
| Cllr Mrs P Wilson |               |

Non-Committee Members

None

Also in attendance

|                |                        |
|----------------|------------------------|
| Mrs L Edge     | Clerk                  |
| Mrs E McKenzie | Administration Officer |
| Mr J Storry    | RFO                    |

Members of public

None

**FPR190/16**     **To receive and accept apologies for non-attendance**

None tabled.

**FPR191/16**     **To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None relating to the business of the meeting.

**FPR192/16**     **To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

None relating to the business of the meeting.

**FPR193/16**     **Public Session.**

No members of the public were present.

**FPR194/16**     **Minutes of the meeting of the Finance, Policy and Resources Committee 4<sup>th</sup> April 2017.**

**Resolved: to approve the minutes of the meeting of the 4<sup>th</sup> April 2017.**

Proposed: Cllr Wilson

Seconded: Cllr Mrs Marsh

All in favour.

**FPR195/16**     **Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 4.4.17.**

Noted.

FPR147/16     Meeting postponed

FPR142/16     BN – mtgs with companies. Information requested concerning building details and gas and electricity costs.

**FPR196/16**     **Parish Council Financial Position Year to Date and Balance Sheet.**

**Resolved: to note the Parish Council Financial Position Year to Date and Balance Sheet.**

Proposed: Cllr Wilson

Seconded: Cllr Nicholson

All in favour.

- FPR197/16**      **Report from RFO.**  
 Mr Storry reported/commented on the following:  
 Accounts for 16/17 closed; Pensions Return submitted; inputting of budgets for 17/18.  
**i) Income & Expenditure 2016/17**  
***For information only.***  
 Noted. Cllr Wilson noted that the £23k deficit was offset by £20k transferred from reserves leaving only a projected £3K deficit in the General Fund for the year.  
**ii) Financial Variances March 2017.**  
***For information only.***  
 Noted. Little change from previous months.
- FPR198/16**      **Recommendations from the Halls & Grounds Committee for consideration.**  
**i) Audio Visual Equipment for the Jubilee Hall (Solafields Grant).**  
**Resolved: to ratify the recommendation of the Halls & Grounds Committee in regard to the supply and installation of the audio visual equipment at the Jubilee Hall by TEC Knowledge at the price of £7,574, and refer to full Council for approval.**  
 Proposed: Chairman  
 All in favour. **Action: Clerk**
- ii) Storage facility for the Hoe Road tractor shed.**  
**Resolved: to agree the purchase of one new storage container as recommended by the Halls & Grounds Committee in financial year 2017/18 (Cost £1,925 + VAT, Budget £2,300).**  
 Proposed: Chairman  
 All in favour. **Action: LE/TV**
- FPR199/16**      **Grant application form for review.**  
**Paper for consideration.**  
**Resolved: to adopt the grant application form as tabled.**  
 Proposed: Cllr Mrs Wilson  
 Seconded: Cllr Mrs Marsh  
 All in favour.
- FPR200/16**      **Review of Parish Council Policies.**  
**Paper for consideration.**  
**Resolved: to divide the policies for review into 3 groups (Staff, Contractors, Council) and to appoint working parties to review accordingly with update in June and completion by July.**  
**Staff Policies**                      **PW, SJ, LE**  
**Contractor Policies**              **RH/EMc**  
**Council Policies**                  **TW/LE**  
 Proposed: Chairman  
 All in favour. **Action: PW/SJ/LE/RH/EMc/TW**
- FPR201/16**      **Forward Plan.**  
**List of actions and updates.**  
 Noted.
- FPR202/16**      **Councillors/Clerk reports**  
 None at this time.
- FPR203/16**      **Requests for future agenda items**  
 None at this time.
- FPR204/16**      **Date of next meeting - Tuesday 6<sup>th</sup> June 2017.**  
 Noted.

There being no further business the meeting closed at 8.02pm.