

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 3rd July 2018 commencing at 7.00pm

Present:

Committee Members

Cllr T Wilson
Cllr S Jones
Cllr R Howe
Cllr Mrs J Marsh
Cllr B Nicholson
Cllr R Shields
Cllr Mrs P Wilson

Chairman
Vice Chairman

Non-Committee Members

None

Also in attendance

Mrs L Edge
Mr J Storry

Clerk
RFO

Members of public

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FPR024/18

To receive and accept apologies for non-attendance.

Cllr Cole – work commitment.

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

Proposed: Cllr Mrs Marsh

Seconded: Cllr Nicholson.

All in favour.

FPR025/18

To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.

None relating to the business of the meeting.

FPR026/18

To receive and accept any Declarations of personal, pecuniary and non-pecuniary interests on items on the agenda.

None relating to the business of the meeting.

FPR027/18

Public Session.

The member of the public addressed the Committee on the subject of the Cricket Club lease. He requested clarification of the recommendation from the Councillors present at the meeting on the 5th June and added that it did not appear to agree with the Cricket Club members' understanding of what had been offered.

Cllr Wilson confirmed that there were differences between the two parties but that the recommendation was agreed by the Councillors present at the meeting.

Cllr Mrs Marsh reported the response from the North Pond Conservation Group concerning the installation of the 'Tommy'. The Group did not want it to be installed within the new viewing area or on the pond and suggested an alternative site was found.

Cllr Mrs Marsh proposed that the figure, once installed, could be painted in anti-vandal paint to prevent any damage.

FPR028/18

Minutes of the meeting of the Finance, Policy and Resources Committee 5th June 2018.

Resolved: to approve the minutes of the meeting of the 5th June 2018.

Proposed: Cllr Mrs Wilson

Seconded: Cllr Mrs Marsh

All in favour.

- FPR033/18** **Office relocation – To ratify the actions of the Chairman and the Clerk.**
Resolved: to ratify the actions of the Chairman and the Clerk in relation to the partitioning works by HP Contracts at a cost of £1,365.
Proposed: Cllr Nicholson
Seconded: Cllr Mrs Marsh
All in favour.
- FPR034/18** **Chain of Office - Paper for consideration.**
Discussion points:
Justification for the purchase.
Need for chain.
Could be included in next year's budget.
Badge was donated by BW Society.
Resolved: to give authority to Cllr Shields to have informal discussions with relevant organisations concerning the donation of a chain of office up to £1,000.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wilson
All in favour. **Action: RS**
- FPR035/18** **Forward Plan.**
List of actions and updates.
Noted.
- FPR036/18** **Councillors/Clerk reports.**
Cllr Mrs Marsh – attended two Beaver Cubs meetings with Mr Wall.
Cllr Jones – report on RBS Software to come.
Cllr Shields – KidsTreat event.
Cllr Howe/Cllr Wilson – attended local Councils event at WCC – very disappointed with attendance, organisation and content of the meeting.
- FPR037/18** **Requests for future agenda items.**
None at this time.
- FPR038/18** **Date of next meeting - Tuesday 4th September 2018.**
Noted.
- FPR039/18** **Motion for confidential business:**
The Chairman then moved:
“That in view of the confidential nature of the business about to be transacted involving commercially sensitive business, possible legal matters and staffing matters as detailed below it is in the public interest that the public and the press be temporarily excluded, and they are instructed to withdraw.
- Mr Storry left the meeting.
- FPR040/18** **Leases for consideration:**
i) Well House – Citizens Advice
Resolved: to offer the following in relation to a new lease for Well House:
3-year term with a 6 month notice period.
Rent to be agreed.
Legal costs for new lease to be shared by both parties.
Subject to the sale of Well House to be included in lease.
Proposed: Cllr Howe
Seconded: Cllr Jones
All in favour.

Resolved: to offer no further grant this year as the Council had already agreed budgets, to recommend that the CAB apply again in 2019.

Proposed: Cllr Mrs Wilson

Seconded: Cllr Howe

All in favour.

CAB to be advised of decisions.

Action: Clerk

ii) Albany Road – BW Cricket Club.

Resolved: to approve the recommendations of the Councillors present at the meeting on 5th June 2018 as follows:

That the Parish Council instructs its solicitor to draw up a new lease, based on the existing one, but to include the following:

- **The Lease to be for a period of 20 years from April 2018 to March 2039.**
- **The Lease charge for the first year, 2018-19, will be £944. This rate will be adjusted every year by the CPI rate published in January for the preceding year.**
- **If Bishop's Waltham Cricket Club ceases to operate, the Lease will be automatically cancelled, and the management of the ground will return to Bishop's Waltham Parish Council.**
- **Any other changes required to the Lease by either party are subject to a Two-Year notice period.**
- **Legal costs for the preparation of the new lease to be covered by BWCC.**

Proposed: Cllr Howe

Seconded: Cllr Mrs Marsh

6 in favour, 1 abstention.

Recommendation and motion to rescind previous PC minute to be tabled at Council meeting on 10.7.18.

Action: Clerk

FPR041/18

Staffing Matters.

i) Pay rise – for consideration.

Resolved: to approve the 3% payrise for the staff member as tabled.

Proposed: Cllr Howe

Seconded: Cllr Nicholson

All in favour.

ii) Appraisals (*for information only*).

Noted.

Cllr Jones suggested the Committee consider a Performance Management/Appraisals Policy and that the appraisal period should be moved to Jan – Apr each year.

There being no further business the meeting closed at 8.42pm.