

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 6th November 2018 commencing at 7.00pm

Present:

Committee Members

Cllr T Wilson	Chairman
Cllr S Jones	Vice Chairman
Cllr N Cole	
Cllr B Nicholson	
Cllr R Shields	
Cllr Mrs P Wilson	

Non-Committee Members

None

Also in attendance

Mrs L Edge	Clerk
Mr J Storry	RFO

Members of public

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FPR082/18

To receive and accept apologies for non-attendance.

Cllr Mrs Marsh – indisposed

Cllr Howe – noted that Cllr Howe had resigned as Chairman of the Council so no longer felt entitled to attend meeting of this Committee, also personal issues to attend to.

Resolved: to receive and accept the apologies as tabled.

Proposed: Cllr Nicholson

Seconded: Cllr Jones

All in favour.

FPR083/18

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

Cllr Jones – agenda item 16 due to employment.

FPR084/18

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.

FPR085/18

Public Session.

The member of the public addressed the Committee on the matter of the Cricket Club and requested that the Council consider providing financial assistance to the club. Also requested that the Council include the proposal for a second cricket pitch in the parish within the CIL projects list.

FPR086/18

Minutes of the meeting of the Finance, Policy and Resources Committee 2nd October 2018.

Resolved: to approve the minutes of the meeting of the 2nd October 2018.

Proposed: Cllr Mrs Wilson

Seconded: Cllr Cole

All in favour.

FPR087/18

Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 2nd October 2018.

Noted.

FPR011/18 & FPR069/18 – Year end - to be actioned by RFO.

FPR088/18 **Report from RFO (for information only).**

Mr Storry's report on file.

FPR089/18 **Finance Matters:**

i) Payments Schedule – to note payments and refer to Council for ratification.

Resolved: to note payments and refer to Council for ratification.

Proposed: Cllr Nicholson

Seconded: Cllr Jones

All in favour.

Hedge cutting – H & G to review and obtain quotes for next year.

Action: H & G

BW Electrical – invoice to be checked.

Action: Clerk/Halls Manager

Chairman's allowance – to be reviewed.

ii) Bank Account Reconciliation Month 6 – for approval.

Resolved: to approve the Bank Account reconciliation for Month 6.

Proposed: Cllr Cole

Seconded: Cllr Nicholson

All in favour.

iii) Parish Council Financial Position Year to Date and Balance Sheet - to note current position.

Resolved: to note the current position.

Proposed: Cllr Jones

Seconded: Cllr Cole

All in favour.

iv) Income & Expenditure Forecast – to note current position.

Resolved: to note the current position.

Proposed: Cllr Cole

Seconded: Cllr Nicholson

All in favour.

v) Capital Control Report (for information only).

Noted.

FPR90/18 **Parish Council Budget Setting for 2019/20.**

Recommendations from the Committees for consideration.

The Chairman advised those present that the current requests from the Committees projected an 8.4% increase which, in his opinion, was not acceptable. The loss of the Council Tax Support Grant would mean this increase would rise significantly when WCC produced the Council Tax requests. The Chairman recommended that the Council should be looking to achieve a maximum increase of 3% which would mean finding a minimum of £23,000 savings within the figures tabled.

The Committee then reviewed each Committee's budget and the payroll costs.

The Chairman of the Council had requested that the Council consider the appointment of an additional ACSO. Members felt that this was not possible in 2019/20 and, reluctantly, removed this proposal saving around £24,000 (payroll and other related costs).

Councillors questioned the request from the West Hoe Cemetery Management Committee and noted that the Committee had not requested any funding as yet for this year from the Parish Council. It was, therefore, agreed that the £12,000 requested would be reduced to £10,000 saving £2,000.

The Chairman of the Halls & Grounds Committee stated that the Committee would review its budget in light of comments from the member of the public concerning funding for the Cricket Club and consider additional funding i.e. CIL or reserves for the capital projects.

The Vice Chairman of the Community Development Committee added that it was possible the Town Team would take on responsibility and costs of some of the events

previously provided by the Council which would reduce the Committee's costs.

Resolved: to accept the budgets as tabled with the amendments agreed and to refer all budgets back to the Committees for a final review.

Committee to review budgets at the December meeting before making a recommendation to the Council in January.

Proposed: Chairman

All in favour.

Action: All Committees/Clerk

FPR091/18

External Audit Report.

To note the comments from the External Auditor and to agree the action plan.

Mr Storry gave a background to the External Auditor's comments.

Resolved: to the comments from the External Auditor and to agree the action plan.

Proposed: Cllr Nicholson

Seconded: Cllr Cole

All in favour.

Action: RFO

FPR092/18

Correspondence for consideration : HALC Training.

Correspondence noted.

Clerk to raise issue of arranging Finance training at BW at the Southern Parishes meeting on 12.11.18 and report back to Committee in December.

Action: Clerk

FPR093/18

Councillors/Clerk reports.

The Chairman reported that he and Cllr Mrs Wilson had attended the event at the United Free Church on 4.11.18 to mark the dedication of the new lift.

Mr Storry reported a code change was required to reflect staff benefits such as travel expenses.

FPR094/18

Requests for future agenda items.

None at this time.

FPR095/18

Date of next meeting - Tuesday 4th December 2018.

Noted.

FPR096/18

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 and legal 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.

Cllr Jones and Mr Storry left the meeting.

FPR097/18

Jubilee Hall car park extension: Appointment of Project Manager.

For consideration.

The Committee agreed to hold interviews with the prospective contractors before appointment. The members of the car park working group and any other members of the Committee available to attend meeting.

Action: Wkg group/Clerk

Cllr Jones returned to the meeting.

FPR098/18

Correspondence: Citizens Advice Winchester District.

Well House Lease.

For consideration.

Resolved: to accept the request to remove the requirement for the Citizens Advice Winchester District to pay towards the legal costs of the new lease.

Proposed: Cllr Jones

Seconded: Cllr Nicholson

All in favour.

New lease to be arranged.

Action: Clerk

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