

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 7th May 2019 commencing at 7.00pm

Present:

Committee Members

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

Non-Committee Members

Cllr Mr R Haysom

Also in attendance

Mrs L Edge	Executive Officer
Mr J Storry	RFO

Members of public

None.

FPR192/18 **To receive and accept apologies for non-attendance.**

All Committee members present.

FPR193/18 **To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None relating to the business of the meeting.

FPR194/18 **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.

FPR195/18 **Public Session.**

No members of the public were present.

FPR196/18 **Minutes of the meeting of the Finance, Policy and Resources Committee 2nd April 2019.**

Resolved: to approve the minutes of the meeting of the 2nd April 2019.

Proposed: Cllr Mrs Wilson

Seconded: Cllr Cole

All in favour.

FPR197/18 **Actions Arising from the minutes of the meeting of the Finance, Policy and Resources Committee 2nd April 2019.**

Noted.

FPR165/18

Badge of office – received.

FPR180/18

Internal Auditor visit – questions prepared by Cllr Cole.

FPR184/18

PCC – legal advice sought, awaiting response.

FPR187/18

Standing Order review – copies passed to Cllrs.

FPR198/18

Report from RFO including:

Mr Storry's report on file.

Mr Storry also reported/commented on the following:

Online banking issues – access by Cllr Mrs Marsh considered unsecure – bank to be asked to provide separate card for access to Council account. **Action: RFO**

Cards to be ordered for Cllr Wilson and Mrs Edge. **Action: RFO**

Trial to be deferred until all cards received and issue with Cllr Marsh's access resolved.

Action: RFO

FPR199/18

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 Wilson

Seconded: Cllr Mrs Marsh

All in favour.

ii) Bank Account Reconciliation Month 12 – for approval.

Resolved: to approve the Bank Account Reconciliation Month 12.

Proposed: Cllr Cole

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 position.

Proposed: Cllr Cole

Seconded: Cllr Mrs Marsh

All in favour

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

Resolved: to note the current position.

Proposed: Cllr Wilson

Seconded: Cllr Mrs Marsh.

All in favour.

v) Capital Control Report (for information only).

Noted.

FPR200/18

Recommendations from the Halls and Grounds Committee for consideration.

i) Priory Park Ground Maintenance.

Resolved: to approve the recommendation of the Halls & Grounds Committee in relation to the Priory Park ground maintenance (£12,300 + VAT, as quoted by Frouds for verti draining of the top tier pitches and sand banding of the lower pitches at Priory Park) and to forward to Council for ratification.

Proposed: Chairman

All in favour.

Action Exec Officer

ii) Victoria Road Fencing.

Resolved: to approve the recommendation of the Halls & Grounds Committee in relation to the Victoria Road fencing works (O'Connor as the contractor to undertake fencing works at Victoria Road at a price of £1,239.76).

Proposed: Cllr Nicholson

Seconded: Cllr Wilson

All in favour

- FPR201/18** **Albany Road Cricket Ground – Grass Cutting Agreement.**
For approval.
Resolved: to approve the Albany Road Cricket Ground – Grass Cutting Agreement as tabled.
Proposed: Cllr Wilson
Seconded: Cllr Mrs Marsh
All in favour.
Noted that the Chairman of the Halls & Grounds Committee should make regular visits to the site.
- FPR202/18** **Publication of Expenses Claimed or Allowances Paid.**
Paper from Cllr Shields for consideration.
Cllr Shields presented his paper.
Resolved: to publish annually a list of expenses claimed by and allowances paid to Councillors with effect from Council year 2019/20.
Proposed: Cllr Shields
Seconded: Cllr Wilson
All in favour.
- FPR203/18** **Forward Plan 2019 – 2023.**
i) Committee Action Plan for consideration.
Resolved: to prioritise the actions for this Committee as follows:
1. Jubilee Hall car park extension
2. BW Surgery
3. Quality Council Status
4. New community building
5. Status of the Parish Council.
Proposed: Chairman
All in favour.
ii) Survey Results – Non-Forward Plan items for consideration.
All noted.
- FPR204/18** **Councillors/Clerk reports.**
None at this time.
- FPR205/18** **Requests for future agenda items.**
1. Petition Policy. **Action: Exec Officer**
- FPR206/18** **Date of next meeting - Tuesday 4th June 2019.**
Noted.
- FPR207/18** **Motion for confidential business.**
The Chairman then moved:
That in view of the confidential nature of the business about to be transacted involving legal 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.
- FPR208/18** **Bishop’s Waltham Scouts Lease - for consideration.**
Resolved: to offer a new 20-year lease to the BW Scouts with the following terms: No sub-letting; amendments to car parking; removal of need to seek approval from PC for normal outdoor scouting activities; retention of clauses 4(3) and 5.
Proposed: Cllr Wilson
Seconded: Cllr Mrs Marsh
All in favour.

FPR209/18 **Dedication Agreements for BW to Botley Bridleway (Section 1) - for consideration.**

Cllr Shields presented his paper.

Resolved: to

• **Note the progress with the Bishop's Waltham to Botley Bridleway Project and accept the commitment to prepare Deeds of Dedication with the four relevant landowners.**

• **Appoint the individual(s) to negotiate the terms of the Deeds with the landowners (Cllrs Shields and Jones and Mr Chris Jelliffe of HCC Estates).**

Proposed: Cllr Shields

Seconded: Cllr Wilson

All in favour.

Cllr Wilson thanked Cllr Shields on behalf of the Council for his perseverance over many years to endeavour to bring this project to conclusion.

FPR210/18 **Staffing Matters for consideration.**

Appraisals Update – noted.

Mrs E McKenzie – change in hours.

Resolved: to approve the increase in hours for Mrs McKenzie from 20 per week to 24 per week with effect from 1.5.19.

Proposed: Cllr Mrs Wilson

Seconded: Cllr Mrs Marsh

All in favour.

There being no further business the meeting closed at 8.40pm.