



**Bishop's Waltham Parish Council**  
**Minutes of the meeting of the Parish Council Finance, Policy and Resources**  
**Committee held at The Jubilee Hall, Little Shore Lane, Bishop's Waltham, SO32 1ED**  
**on Monday 3<sup>rd</sup> February 2020 at 7.30pm.**



**Present:** Cllr T Wilson Chairman  
Cllr B Nicholson  
Cllr R Shields  
Cllr Mrs P Wilson

**In attendance:** Mrs L Edge Executive Officer  
Mr J Story Responsible Finance Officer

**Members of the public:** 1

**FPR157/19 To receive and accept apologies for non-attendance.**

Cllr Mrs Marsh – family commitment.

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

Proposed: Cllr Nicholson

Seconded: Cllr Wilson

All in favour.

**FPR158/19 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**

None relating to the business of the meeting.

**FPR159/19 To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**

None relating to the business of the meeting.

**FPR160/19 Public Session.**

The member of the public was from the Cricket Club and would answer any questions during the agenda item relating to the pitch refurbishment.

**FPR162/19 To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 7<sup>th</sup> January 2020.**

**Resolved: to approve the minutes of the Finance, Policy and Resources Committee – 7<sup>th</sup> January 2020.**

Proposed: Cllr Mrs Wilson

Seconded: Cllr Wilson

3 in favour, 1 abstention.

**FPR163/19 Actions arising from the meeting of the Finance, Policy and Resources Committee -3<sup>rd</sup> December 2019.**

Noted.

FPR150/19 WCC Draft Parking & Access Strategy – chase response. **Action: Exec Officer**

**FPR164/19 Report from RFO.**

Report on file for information.

Mr Story also reported/commented on the following:

VAT issues resolved; making tax digital – praised the RBS system; Castle Water – all issues now resolved, awaiting statements; next visit of Internal Auditor 17.2.20 (to be confirmed).

FPR165/19

**Finance matters:**

- i) **Payments Schedule – to approve payments.**  
**Resolved: to approve payments.**  
Proposed: Cllr Nicholson  
Seconded: Cllr Wilson  
All in favour.  
Councillors noted the charge for the music licence.  
Cllr Nicholson requested that this matter (for all halls) should be considered at the Halls & Grounds Committee. **Action: Deputy Exec Officer**
- ii) **Bank Account Reconciliations – Month 9 – to note the review by the Chairman.**  
**Resolved: to note the review of the Bank Account Reconciliations for Month 9.**  
Proposed: Cllr Wilson  
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 Nicholson  
Seconded: Cllr Shields  
All in favour.
- iv) **Income and Expenditure Forecast – to note current position.**  
**Resolved to note the current position.**  
Proposed: Cllr Nicholson  
Seconded: Cllr Mrs Wilson  
All in favour.  
Mr Storry added that the S106 funding for Pondsides had not been received in January as forecast, CIL funding – email from WCC concerning receipt of funds – Mr Storry had requested clarification.

FPR166/19

**Capital Control Report**

Noted.

Mr Storry noted that there was a proposal for a new wall heater at Hoe Road which was not included in the report.

Chairman of Halls & Grounds to check with the Deputy Executive Officer.

**Action: BN**

FPR167/19

**Bishop's Waltham Cricket Club – pitch refurbishment.**

**To consider the quotations and comments provided by the Bishop's Waltham Cricket Club.**

Discussion points: background to request; guarantees provided; removal of old materials; age of current pitch.

**Resolved: to recommend to the Parish Council acceptance of the recommendation of the Cricket Club to cover the costs of the resurfacing by S&C Slatter at a cost of £5,521 + VAT, noting that this would become an asset of the Parish Council and be included on the Asset Register.**

Proposed: Cllr Shields

Seconded: Cllr Nicholson

All in favour.

To full Council for consideration.

**Action: Exec Officer**

FPR168/19

**Grant application for consideration:**

**BW North Pond Conservation Group.**

**Resolved: to defer consideration of the application and request clarification of the full costs of the boards from the BW North Pond Conservation Group.**

Proposed: Cllr Shields

Seconded: Cllr Wilson

All in favour.

**Action: Exec Officer**

- FPR169/19 Recommendations from the Halls & Grounds Committee.**  
**For consideration.**  
**i) Carnival 2020 – Licence for approval.**  
**Resolved: to approve the Licence for the Carnival 2020 as tabled.**  
Proposed: Cllr Nicholson  
Seconded: Cllr Mrs Wilson  
All in favour.  
**ii) Tennis Agreement for 2020-23 – Rates and Licence for approval.**  
**Resolved: to approve the rates and licence for the tennis agreement for 2020-23.**  
Proposed: Cllr Mrs Wilson  
Seconded: Cllr Wilson  
All in favour.
- FPR170/19 Annual Fixed Assets Check.**  
**To consider the arrangements for the check.**  
**Resolved to approve the arrangements as follows:**  
**Buildings: Cllr Nicholson and Mr Wanstall (Halls Manager).**  
**Grounds: Cllr Nicholson and Mr Veck (Senior Groundsman).**  
**Other items: Cllr Wilson and Mrs Edge.**  
Proposed: Cllr Shields  
Seconded: Cllr Nicholson  
All in favour. **Action: BN/MW/TV/TW/LE**
- FPR171/19 Councillors’/Clerk reports.**  
None at this time.
- FPR172/19 Requests for future agenda items.**  
None at this time.
- FPR173/19 Date of next meeting – Tuesday 3<sup>rd</sup> March 2020.**  
Noted.
- FPR174/19 Motion for confidential business:**  
The Chairman then moved:  
**The following motion will be moved on the completion of the above business:**  
**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.**
- FPR175/19 Debtors List for consideration.**  
Noted that last outstanding invoice had been paid.  
Thanks to Mrs Fisher for clearing the backlog.

There being no further business the meeting closed at 8:11pm.