



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 Tuesday 3rd March 2020 at 7.00pm.



- Present:** Cllr T Wilson Chairman
Cllr Mrs J Marsh
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:** 0
- FPR175/19 To receive and accept apologies for non-attendance.**
All Committee members present.
- FPR176/19 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- FPR177/19 To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**
Cllr Shields – agenda item 12.
- FPR178/19 Public Session.**
No members of the public were present.
- FPR179/19 To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 3rd February 2020.**
Noted that a minute number was missing.
Resolved: to approve the minutes of the Finance, Policy and Resources Committee – 3rd February 2020 with changes to the minute numbers (initialled by the Chairman).
Proposed: Cllr Mrs Wilson
Seconded: Cllr Nicholson
4 in favour, 1 abstention.
- FPR180/19 Actions arising from the meeting of the Finance, Policy and Resources Committee -3rd February 2020.**
Noted.
- FPR181/19 Report from RFO.**
Report on file for information.
Mr Story also reported/commented on the following:
Possibility of online access for Arbuthnot Latham accounts; meeting with representative from Came & Company to review assets and insurance, concern raised over assets for cemetery; Internal Auditor report to be tabled at next meeting; CIL funding for car park, £40k to be released by WCC, final £10k to be received once car park works completed; update on CIL funding from Albany Farm and Tangier Lane developments; Year end 2019/20 4 weeks away.

- FPR182/19 Finance matters:**
- i) Payments Schedule – to approve payments.
Resolved: to approve payments.**
Proposed: Cllr Nicholson
Seconded: Cllr Mrs Marsh
All in favour.
 - ii) Bank Account Reconciliations – Month 10 – to note the review by the Chairman.
Resolved: to note the review of the Bank Account Reconciliations for Month 9.**
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wilson
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 Mrs Marsh
All in favour.
 - iv) Income and Expenditure Forecast – to note current position.
Resolved to note the current position.**
Proposed: Cllr Wilson
Seconded: Cllr Nicholson
All in favour.
- FPR183/19 Capital Control Report**
Noted.
- FPR184/19 Earmarked Reserves Transfers 2019-20.
Proposal from the Chairman for consideration.
Resolved: to transfer to / From Earmarked Reserves Accounts the amounts tabled, a net increase of £220,022.55.**
Proposed: Cllr Wilson
Seconded: Cllr Nicholson
All in favour. **Action: RFO**
- FPR185/19 Financial Risk Assessment and Action Plan for year ending 31.3.2020.
For acceptance and referral to Council.
Resolved: to accept the Financial Risk Assessment and Action Plan for year ending 31.3.2020 and refer to Council.**
Proposed: Cllr Mrs Wilson
Seconded: Cllr Nicholson
All in favour. **Action: Exec Officer**
- FPR186/19 Grant application for consideration:**
- i) BW North Pond Conservation Group.
Resolved: to recommend a Section 144 grant of £500 in the Council year 2019/20.**
Proposed: Cllr Nicholson
Seconded: Cllr Mrs Wilson
4 in favour, 1 abstention.
To request that the Parish Council logo is included on the board. **Action: Exec Officer**
 - ii) Meon Valley Heartstart.
Resolved: whilst supporting the proposal, to advise that the Parish Council is unable to provide a grant for the reason stated (payment of hall hire). A further grant application could be considered in the new financial year.**
Proposed: Cllr Nicholson
Seconded: Cllr Mrs Wilson
4 in favour, 1 abstention. **Action: Exec Officer**

- FPR187/19 Recommendation from the Planning & Highways.**
For consideration.
i) Purchase of chipper.
Resolved: to approve the purchase of the Loncin Woodchipper Model GTS1300L from Carters of Swanwick at a cost of £2,324 + VAT.
Proposed: Cllr Mrs Wilson
Seconded: Cllr Mrs Marsh
All in favour. **Action: Exec Officer/Lengthsman**
- FPR188/19 Recommendation from the Halls & Grounds Committee.**
For consideration.
i) Hoe Road Flow Plates.
Resolved: to recommend to the full Council that Flowplates be the selected contractor to replace the flow plates at Hoe Road Recreation Ground at a cost of £3,562.50 + VAT, with removal and installation by Richard Randall at a price of £195 + VAT.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wilson
All in favour. **Action: Exec Officer**
- FPR189/19 Cross Committee Projects.**
Paper from the Executive Officer for consideration.
Resolved: that two projects (Tree Planting and Southern Footpath/Cycleway) are monitored by the Finance, Policy & Resources Committee which will receive reports from the Committees involved and allocate budgets/funding as required.
Proposed: Cllr Nicholson
Seconded: Cllr Mrs Wilson
4 in favour, 1 against.
- FPR190/19 Councillors'/Clerk reports.**
The Executive Officer reported on the attendance by the Deputy Executive Officer and herself at the SLCC meeting on 2.3.20 and the removal of a dangerous tree at the South Pond (invoice and request for tree survey sent to Sainsburys).
- FPR191/19 Requests for future agenda items.**
1. Grant Policy review. **Action: Exec Officer/TW**
2. Southern Footpath/Cycleway (report from Working Group). **Action: Wkg Group**
- FPR192/19 Date of next meeting – Tuesday 7th April 2020.**
Noted.
- FPR193/19 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 in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
Mr Story left the meeting.
- FPR194/19 Staffing Matters for consideration.**
Resolved: to approve the request from the staff member to carry forward to 2020/21 holiday entitlement not taken in 2019/20 due to sickness.
Proposed: Cllr Mrs Wilson
Seconded: Cllr Wilson
All in favour.
- FPR195/19 Debtors List for consideration.**
Noted.

There being no further business the meeting closed at 8:21 pm.