

FORDINGBRIDGE TOWN COUNCIL

Minutes of the Finance & Policy Committee held on Wednesday 27th July 2016 at 7.30pm in the Town Hall (Minutes subject to approval at the next meeting of the Committee)

Present: Cllr Adams – Vice Chairman
Cllrs Anstey, Price, Hale, Perkins, Earth, Bailey, Fulford, Lewendon

In attendance: Mrs H Richards, Town Clerk (TC)

1. To receive any apologies for absence

Apologies were received from Cllrs Connolly & Wilson

2. To receive any Declarations of Interest

Cllr Adams declared an interest in Agenda item 5, Monies collected & Payment of Accounts as a supplier to the Council – but remained in the meeting but did not speak or vote on this item.

3. To confirm the minutes of the meeting held on 29th June 2016 and report any matters arising

Cllr Lewendon proposed and it was seconded by Cllr Earth and therefore **RESOLVED**: that the minutes of the meeting held on the 29th June 2016 be signed as a true record.

Matters Arising

Minute No. 9 – External Audit – Following 2 queries from the External Auditor (BDO) the Clerk advised that one item remained unresolved however the Finance Officer was awaiting a response – the query relates to clarification only and is not of major concern.

4. To receive any matters raised by Members Of the Public

No members of the public present.

5. To receive details of Monies Collected & Payment of Accounts

As the Finance Officer was not able to attend the meeting, a written summary report was distributed to Members and gave details for the July accounts as follows:

Income: Mainly Playscheme & Hanging Baskets income, plus the insurance repayment and lengthsman advance for 2016/17. The P100 vehicle has finally been sold for £250 and has been removed from the compound.

Expenditure: It has been agreed with Ian Newman to pay for the watering on a monthly basis rather than one lump sum at the end of the season. Payment has also been made this month for the Annual ROSPA reports on the Play Equipment.

The Clerk and Finance Officer attended an Introduction to CiLCA course which is the qualification training primarily for Town Clerks. Costs involved include £500 registration and training (4 courses) plus an estimated additional working hours of 4 per week (for a year) – so total cost per person would be approximately £2300 for the year. While Hyde PC will pay for most of the cost for Martine, a contribution from Fordingbridge would be of benefit. The courses commence at the end of September and the Clerk and Finance Officer will report back at a later date.

Playscheme currently taking place – no confirmation received that grant funding will be received from Hampshire CC, however they are visiting the scheme this week. The Playscheme Manager considers that this may be the last year that the scheme will be funded at this level (£3000). Pre-booked places are high and the grant should cover any shortfall.

When analysing the budgets, Members queried that no income has been received for fishing tickets – income may have been received at the Information Office which has not yet been banked. The Vice Chairman requested that Cllr Anstey takes this item back to the Amenities Committee for consideration of how a scheme could be operated to generate more income.

6. To receive any Finance & Policy matters referred from sub-committees

- **Amenities 20th July 2016**

Earlcote Quote – Enhancement Works to Recreation Ground Car Park

Members considered the recommendation from the Amenities Committee to accept the quote from Earlcote in the sum of £6856 for works to the car park – the Clerk informed Members that S106 funds of £5520 had been allocated towards this cost and funds were available from the Amenities budget for the balance.

Cllr Anstey proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: to accept the quote in the sum of **£6856.00** from Earlcote for enhancement works to the Recreation Ground Car Park.

White Liner – The Clerk confirmed that a new White Lining Machine had been ordered from Rigby Taylor for £700

Employment of a Gardener – the Clerk confirmed that the Amenities Committee had resolved to employ a Gardener on a casual basis to tend the Memorial Gardens (money allocated for Casual Labour). Town Clerk to ascertain appropriate payment rate & advertise.

7. To consider upgrading to Sage 50 Accounts Essentials

Members considered the quote received from Sage to upgrade to Sage 50 Accounts Essentials which gave 2 options:

- Monthly Subscription - £17.50 plus VAT per month
- One off payment £168 plus VAT

Cllr Adams proposed and Cllr Hale seconded and it was therefore **RESOLVED**: to purchase Sage 50 Accounts Essentials upgrade.

Town Clerk to liaise with Finance Officer regarding which option would best suit the Council's needs.

8. To consider a joint approach with Ringwood TC & Ellingham, Harbridge & Ibsley PC to Hampshire CC with regard to A338 speed restrictions.

Cllr Lewendon gave details of a recent meeting with representatives from Fordingbridge and Ringwood Town Councils to discuss making a joint approach to Hampshire CC regarding the A338. It was agreed at the meeting that Ringwood TC would also approach Ellingham, Harbridge and Ibsley Council with a view to the 3 Councils working together. Cllr Lewendon proposed and it was seconded by Cllr Hale and therefore **RESOLVED** that a joint approach should be progressed.

Cllr Lewendon advised that a formal meeting, including members from the 3 Councils would be arranged.

9. To note any items of correspondence

No items of correspondence to report.

10. To receive a report from the Clerk or any other relevant business

Clerk nothing further to report.

11. To note the date of the next meeting as Wednesday 31st August 2016.

The meeting closed at 8.20pm