

FORDINGBRIDGE TOWN COUNCIL
Minutes of a meeting of the Finance & Policy Committee held on
Wednesday 1st June 2016 at 7.30pm in the Town Hall
(Minutes subject to approval at the next meeting of the Committee)

Present:

Cllr Connolly – Chairman
Cllrs Lewendon, Adams, Anstey, Hale, Wilson, & Earth

In Attendance:

Mrs H Richards – Town Clerk
Mrs M Coatham – Finance Officer

1. To Elect a Chairman

Cllr Hale proposed and it was seconded by Cllr Wilson and therefore **RESOLVED:** that Cllr M Connolly be elected as Chairman of the Finance & Policy Committee. All voted in favour.

2. To Elect a Vice Chairman

Cllr Connolly proposed and it was seconded by Cllr Hale and therefore **RESOLVED:** that Cllr M Adams be elected as Vice Chairman of the Finance & Policy Committee. All voted in favour.

3. To receive apologies for absence

Apologies were received from Cllrs Fulford, Bailey and Price

4. To receive Declarations of Interest

Cllr Adams declared an interest in Agenda item no 7, Monies collected and Payment of Accounts as a supplier to the Council.

Cllr Hale declared an interest in agenda item 9, Grant Application requests for Rae Straton Lunch Club and Fordingbridge and District Day Centre for the Frail and Housebound.

5. To confirm the Minutes of the meeting held on 27th April 2016 and report on any matters arising.

Cllr Earth proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED:** that the minutes of the meeting held on the 27th April 2016 be signed as a true record. All in favour.

Matters Arising

Agenda Item 5 – RFO to chase Earlcote regarding works at the Recreation Ground.
Cllr Hale attended the meeting but was not listed as present.

6. To receive any matters raised by Members of the Public

No Members of the Public present.

7. To receive details of Monies Collected and Payment of Accounts

The Finance Officer summarised the accounts for May and confirmed that payments had been made yesterday.

Lengthsman – The Finance Officer advised that a reconciliation would be carried out with the Assistant Town Clerk regarding expenditure by the lengthsman and re-charges to other parishes.

2 Trees and rose bushes had been purchased for the Memorial Gardens

The additional salary payment shown on the accounts relates to a new member of staff paid separately after the payroll.

8. To receive any Finance & Policy Matters referred from sub-committees

Cllr Adams queried the procedure for receiving matters referred from sub-committees and that items should be referred to General Council instead of Finance & Policy Committee. The Chairman agreed to present the following General Purposes items to General Council on 6th July.

General Purposes Committee – 18th May 2016

- Town Hall Gutter Clearance
- Replacement Tables

The following items were noted from the

Amenities Committee – 18th May 2016

- Verti drainage – already in hand.
- Wallgate Servicing of toilets – Members queried whether we could join with NFDC who have a service contract – Clerk/Finance Officer to investigate

9. To consider the following Grant Applications

X Company H.I.O.W 3 Troop ACF (Army Cadets) - Following discussion Cllr Wilson proposed and it was seconded by Cllr Earth and therefore **RESOLVED**: that a grant of £300 be awarded.

All voted in favour.

Rae Straton Lunch Club – Following discussion Cllr Anstey proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: that a grant of £400 be awarded.

All voted in favour

Burgate School & Sixth Form – Following discussion two proposals were received.

i) Cllr Lewendon proposed and it was seconded by Cllr Wilson that NO grant be made as the School had requested a relatively large sum and the above ground replica would not give the true effect of life in the trenches.

ii) Cllr Adams proposed and it was seconded by Cllr Connolly that a grant of £200 be made subject to obtaining the Heritage Lottery Grant which has been applied for.

4 Members voted in favour of proposal ii) and 3 voted against proposal ii). It was therefore **RESOLVED** that a grant of £200 be made subject to obtaining the Heritage Lottery Grant.

Fordingbridge & District Day Centre for the Frail and Housebound – Following discussion Cllr Anstey proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: that a grant of £400.00 be awarded.
All voted in favour.

Revitalise Respite Holidays – Following discussion Cllr Hale proposed and it was seconded by Cllr Earth and therefore **RESOLVED**: that NO grant be awarded as support was already received from residents in the town via the Charity Shop.
All voted in favour.

10. To discuss staff costs

The Finance Officer advised that the Clerk and Assistant Clerk were due an incremental rise.

Cllr Lewendon proposed and it was seconded by Cllr Wilson and therefore **RESOLVED**: that the appropriate incremental rise be awarded. All voted in favour.

11. To consider a discount on fishing tickets for bulk purchase

An approach had been made by a company offering short stay holiday lets to purchase fishing tickets on a bulk basis, therefore securing a discount, to put in the holiday homes. The Finance Officer suggested 10% discount be offered.

It was proposed by Cllr Lewendon and seconded by Cllr Earth and therefore **RESOLVED**: that the Company concerned be offered a 10% discount. All voted in favour.

12. To conduct the annual review of the following policies

- Standing Orders – Cllr Lewendon proposed and it was seconded by Cllr Anstey and therefore **RESOLVED**: that the Standing Orders be approved. All voted in favour.
- Financial Regulations – Cllr Hale proposed and it was seconded by Cllr Wilson and therefore **RESOLVED**: that the Financial Regulations be approved subject to amendments regarding contracts to be approved by the Committee next month. All voted in favour.

13. To conduct the annual review of the Terms of Reference of the following Committees.

- Amenities
- Finance & Policy
- General Purposes
- Planning
- Staff & Remuneration

Cllr Lewendon raised a concern that the Staff & Remuneration Committee had not met recently. Cllr Connolly advised that the Committee only met as and when required.

Cllr Hale proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: that the Terms of Reference for the Committees listed above be approved. All voted in favour.

14. To review the Code of Conduct for Councillors

Cllr Wilson proposed and it was seconded by Cllr Anstey and it was therefore **RESOLVED**: that the Code of Conduct be approved. All voted in favour.

15. To note any items of Correspondence

Local Government Electoral Boundary Commission – The Clerk reported on the proposal to transfer the parishes of Hyde and Ellingham, Harbridge & Ibsley from the Fordingbridge Division to the Ringwood Division. Hyde Parish had responded to the consultation rejecting the proposal as the parish has a greater affinity with Fordingbridge than Ringwood. The Clerk to establish whether EH & I had responded and to formulate a response from Fordingbridge Town Council in support of Hyde by the 6th June 2016.

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

Nothing to report by the Clerk and no other business raised.

17. To note the date of the next meeting as Wednesday 29th June 2016

The meeting closed at 8.35pm

Closed Session