

FORDINGBRIDGE TOWN COUNCIL

Minutes of the Finance & Policy Committee held on Wednesday 28th March 2018 at 7.30pm in the Town Hall (Minutes subject to approval at the next meeting of the Committee)

Present: Cllr Adams - Chairman
Cllrs Anstey, Earth, Fulford, Hale, Lewendon, Price & Wilson

In attendance: Mrs R Edwards, Asst Town Clerk
Mrs M Coatham, Finance Officer (RFO)

1. To receive any apologies for absence

Apologies were received from Cllrs Connolly & White

2. To receive any Declarations of Interest

The following declarations of interest were made:

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

3. To confirm the minutes of the meeting held on 28th February 2018 and report any matters arising

Cllr Lewendon proposed and it was seconded by Cllr Fulford and therefore **RESOLVED**: that the minutes of the meeting held on the 28th February 2018 be signed as a true record. All in favour.

Matters Arising

Minute no. 3 – The kiosk tenant has been contacted and is happy with the rolling tenancy.

Minute no. 3 – Haven't yet received the donation for the Christmas Lights. The RFO is following this up.

Minute no. 5 – The RFO has asked STN for the relevant documentation with regards to the insurance claim.

Minute no. 6 – A grant has been awarded towards the Playscheme from Hampshire County Council. The RFO will apply to the Sarah Kinsley fund for funding for a pool lifeguard and ask Cllr Heron for a grant.

Minute no. 7 – The cheques given to Avon Valley Dementia Pals and the Rae Stratton Luncheon Club/Day Care have both been banked.

Minute no. 8 – The new IT hardware has not yet been purchased.

Minute no. 9 – The scaffolding has now gone up in the Council Chamber.

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

The Finance Officer summarised the accounts for March and Members noted the following items:

Income –the kiosk lease income has been received. Burial fee income has been higher than normal this month.

Expenditure – the bungalow windows have been installed and also the neoprene strips for the hanging baskets. The grant payment from Cllr Heron has been paid towards the cost of the Christmas road closures. The insurance for 2018/2019 has been paid at a cost of £6460 – significantly lower than previous years, the electricity bill is higher this month due to previously estimated bills, the business rates for the Town Hall and Visitor Information Centre have been paid and the annual tree survey has been done. The insurance for the 'Fordingbridge – Our Town' group has been paid from the Mayor's allowance.

With regard to the individual budgets, the RFO advised:

General Purposes – There is still approximately £150 income expected from the badminton club for hall hire. Expenditure will be approximately £2500 over budget due to the costs of the town hall works and also the work on the bungalow being carried over to this financial year.

Amenities – Underspend of £8000 as haven't used the casual labour of a gardener, nor spent on seats or RoSPA report items, Have also spent less on petrol.

Finance & Policy – Possible overspend of £2500 to year end. The Christmas lights cost significantly more than budgeted and the claim against the insurance company may not be paid in full, however staff costs were lower than forecast. The Memorial Gates work is yet to be done.

6. To consider grant applications under Section 137

- None received

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

- **General Purposes meeting 21st March 2018**

Members considered the recommendation of the General Purposes Committee to increase the Burial charges and the Hire charges for the Town Hall.

Cllr Wilson proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED:**

To accept the proposed increases in the Burial charges and the Hire charges for the Town Hall. All in favour.

- **Amenities meeting 21st March 2018**

- **Recreation Ground Hire Charges**

Members considered the recommendation of the Amenities Committee to increase the hire charges for the Recreation Ground.

Cllr Anstey proposed and it was seconded by Cllr Fulford and therefore **RESOLVED:**

To accept the proposed increases in the hire charges for the Recreation Ground. All in favour.

- **Skate Park**

Members considered the recommendation of the Amenities Committee on the preferred Company for the new skate park project.

Cllr Lewendon proposed and it was seconded by Cllr Fulford and therefore **RESOLVED:**

To instruct Maverick to replace the Skate Park. All in favour.

Cllr Fulford informed members that she received a phone call from Burgate School enquiring as to the progress of the new Skate Park.

Action: Clerk to inform Burgate School that Maverick has been chosen to replace the new skate park.

8. To confirm staff pay scales for 2018/2019

The RFO informed the Council that staff pay scales had not yet been approved by Local Government or the Unions and therefore this decision needed to be deferred. The Staff and Remuneration Committee will meet to discuss staff pay scales.

Action: Clerk to arrange date for Staff and Remuneration Committee to meet.

9. To consider the draft Health & Safety Policy Statement

The draft Health and Safety Policy received from Ellis Whittam was discussed by members.

Action: Clerk to collate comments from Councillors and ask Ellis Whittam for clarification.

10. To review the Financial Regulations

Action: RFO to update the Financial Regulations and Financial Reserves policies for review at the next Finance and Policy meeting.

11. To note any items of correspondence

No items of correspondence were received this month.

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

.Nothing further to report.

13. To note the date of the next meeting as Wednesday 25th April 2018

The meeting closed at 8.24pm