

**FORDINGBRIDGE TOWN COUNCIL**  
**Minutes of the Finance & Policy Committee held at 7.30pm on**  
**Wednesday 23<sup>rd</sup> May 2018 in the Town Hall**  
**(Minutes subject to approval at the next meeting of the Committee)**

**Present:** Cllr Connolly - Chairman

Cllrs Adams, Lewendon, Paton, White, Fulford, Wilson, Earth, Hale & Perkins

**In Attendance:**

Mrs H Richards, Town Clerk (TC)

The chairman advised the meeting that due to an administrative error, items had not been included on the Agenda for election of Committee Chairman and Vice Chairman and sought Members agreement for him to continue in the chair until the June meeting. Members agreed for Cllr Connolly to continue as chair of the committee until the following meeting.

**1. To receive any apologies for absence**

Apologies were received from Cllr Anstey.

**2. To receive any declarations of interest**

Cllr Adams declared a pecuniary interest in Agenda item 5 Monies, Collected & Payment of Accounts as a supplier to the Council – he will remain in the meeting for that item but will not speak or vote.

**3. To confirm the minutes of the meeting held on 25<sup>th</sup> April 2018 and report on any matters arising**

Cllr Lewendon proposed and it was seconded by Cllr Wilson and therefore **RESOLVED**: that the minutes of the meeting held on 25<sup>th</sup> April 2018 are signed as a true record. All in favour

Matters Arising

Minute No. 3 – Donation (Christmas Lights) still awaited, chairman to chase again.

Minute No. 9 – Cllr Wilson advised that she had identified the location of 5 of the 6 dog waste bins which are paid for by the Town Council

Minute No. 11 – The clerk advised that progress on the Roof Repair project had been chased with the Architect and a schedule of works is awaited.

*Cllr Perkins entered the meeting*

**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**

In the Finance Officer's absence, the Clerk distributed a report prepared by the RFO of the months activities on the accounts – members noted the following:

- Internal Audit is scheduled for 15<sup>th</sup> June
- No budget reports until year-end figures completed
- Income – SLA payment received from NFDC (Information Office) £6375.00
- Expenditure – Intratest, Hanging Basket Light Column testing £600.00  
HAGS – replacement play items £368.52 & further order £2090.00  
Matthew Bright, Scaffold & Town Hall works - £7119.60  
Safesite – Purchase of Heras Fencing £429.72  
SSE – All gas & electricity bills now with SSE

**6. To consider the following grant applications under S137**

• **Sandleheath Sea Scouts**

Following discussion regarding the level of grant to award, Cllr Lewendon proposed and it was seconded by Cllr Wilson and therefore **RESOLVED**: to award a grant of **£100.00** to Sandleheath Sea Scouts. All in favour

**7. Write off the following Customer Invoices (2017/18):**

- Allsorts – Hanging Basket 2017 £66.00
- Hampshire County Council – Playscheme place 2016 £120.00

Cllr Paton proposed and it was seconded by Cllr Earth and therefore **RESOLVED**: that the invoices detailed above should be written-off. All in favour

**8. To receive any Finance & policy matters referred from sub-committees**

- General Purposes Committee 16<sup>th</sup> May 2018
  - To consider the request for additional funding towards a replacement allotment fence.

Members requested that further details of the proposed fencing are obtained plus a second quote before considering this item.

**9. To approve a revised Data Protection Policy and Privacy Notices**

Members discussed the draft documents prepared by the RFO and whilst considering that this level of detail may not be required, agreed it was better to be adequately covered and possibly reduce the content at a later review.

Cllr White proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: to adopt the Data Protection Policy and Privacy Notice as drafted. All in favour.

**10. To receive any items of correspondence**

No correspondence to report.

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

Clerk nothing further to report.

The Chairman advised members that the Fordingbridge Society are desperately seeking a new chairman – the Society may have to end if a new chair cannot be found.

**12. To note the date of the next meeting as Wednesday 27<sup>th</sup> June 2018**

The meeting closed at 8.00pm