



HORNDEAN PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 7th NOVEMBER 2016 AT 7:30 PM.

PRESENT: Cllr D Evans (Chairman),
Cllr D Alexander, Cllr M Burrige, Cllr Mrs. L Evans, Cllr A Forbes, Cllr P Little

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Senior Administrator (Minute Taker),
Simon Ritson, Responsible Financial Officer

PUBLIC ATTENDANCE: One member of the press was present.

F&GP 014/16/17 **TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies for absence were received from Councillor Mrs. D Denston.

F&GP 015/16/17 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

F&GP 016/16/17 **PUBLIC SESSION**

There were no questions asked in the public session.

F&GP 017/16/17 **TO APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 21 MARCH 2016 AND 23 MAY 2016**

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee meeting held on the 21 March 2016 and 23 May 2016 be duly signed as a true record of the meeting. This was proposed by Cllr Mrs L Evans and seconded by Cllr Burrige.

F&GP 018/16/17 **TO RECEIVE AND CONSIDER A DRAFT OF THE REVISED COMMITTEE TERMS OF REFERENCE**

The revised Terms of Reference were circulated and a discussion took place. It was **RESOLVED** that they be accepted by the Committee and recommended to Council for approval with the following amendments

- 1.1 & 1.2: Replace the word "management" with "oversight".
- 2: Remove the wording "and Chairman of Open Space Committee (consider staff Committee)".
- 6.1.4: Amend the sentence to read as follows "To receive a report on the performance of investments and to approve changes."
- 6.2.3: Amend the sentence to read as follows "To receive and note a report from the RFO concerning changes to the Accounts system."
- 6.2.6: Amend the sentence to read as follows "To receive and note a report from the RFO concerning changes to the IT Systems."
- 6.3.3: Delete the wording "prior to year end".

F&GP 019/16/17 **TO RECEIVE A REPORT AND CONSIDER THE NEW OPEN SPACES DISPOSAL POLICY**

A report by the Chairman was circulated and it was **RESOLVED** that a recommendation be put forward to Council for approval of the Open Spaces Disposal Policy. This was proposed by Cllr Burridge and seconded by Cllr Forbes.

F&GP 020/16/17 **TO RECEIVE AND CONSIDER THE DRAFT BUDGET 2017/2018**

The draft budget for 2017/2018 was circulated, along with a report by the RFO.

It was stated by the Chairman that no decisions were made at the budget workshop, but merely comments.

A discussion took place and the recommendation as per the report was considered. It was **RESOLVED** that the draft budget 2017/2018 be accepted by the Committee and recommended to Council for approval with the following amendments

- The Tree Maintenance budget is to be left at 4k.
- Reduce the PRP inflation on the salaries budget for non NJC contracted staff by reducing the % to 2.75%. This was proposed by Cllr Mrs L Evans and seconded by Cllr Forbes.
- Reduce the Football Pitch maintenance budget to 2k to be in line with the income received and recent historical expenditure. Saving = 1k.
- The Countryside Sites budget is to be left at 6k.
- Reduce Playground Equipment budget by 1k.

The committee further resolved to recommend to Council a 0% rise in the precept for 2017/18.

F&GP 021/16/17 **TO RECEIVE AND CONSIDER THE DRAFT LGPS EMPLOYERS DISCRETIONS POLICY**

The draft Local Government pension Scheme (LGPS) Employers Discretions Policy was circulated.

The Chief Officer said that the Internal Auditor had highlighted that HPC did not have a policy, therefore ahead of the Council meeting, had prepared a draft policy on the assumption that Council will ask for the Auditor's recommendation to be implemented.

It was **RESOLVED** to recommend the policy to Council for approval. This was proposed by The Chairman and seconded by Cllr Mrs L Evans.

F&GP 022/16/17 **TO CONSIDER THE WAY FORWARD IN RESPECT OF PROMOTING THE AUDIO/PROJECTOR FACILITY AT JUBILEE HALL**

The Chairman explained to Committee that the audio and projector facilities at Jubilee hall is rarely hired out and said he felt that HPC should try and generate more interest in hiring the equipment by way of promoting its use.

A discussion took place and it was thought that there wasn't really a lot that could be done to help promote the use of this equipment. This was mainly down to the fact that the hall is used by regular hirers such as sewing groups, dog training and exercise classes, so unless the hall is to be hired out for a meeting or training, there isn't really a need for hirers to use this type of equipment.

A suggestion was made for the audio and projector facilities to be promoted/advertised on the HPC website.

F&GP 023/16/17

TO CONSIDER THE PROMOTION OF AVAILABLE GRANT FUNDING BY THE FORMAL PRESENTATION OF PUBLICITY CHEQUES

A discussion took place and the general consensus was that the presentation of publicity cheques for the promotion of grant funding was a great idea. It was suggested by Cllr Burridge for the receiver of the grant to give a short explanation of what they would be using the funds for.

F&GP 024/16/17

TO RECEIVE AND CONSIDER THE APPLICATIONS IN RESPECT OF THE FOLLOWING

- All Saints Church, Catherington - £1,000.
- Horndean Technology College Luncheon Club - £300.

ALL SAINTS CHURCH, CATHERINGTON

It was agreed to recommend to Council that the grant application request of £1,000 be awarded.

HORNDEAN TECHNOLOGY COLLEGE LUNCHEON CLUB

It was agreed to recommend to Council that the grant application request of £300 be awarded.

The meeting closed at 9:30pm


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Vice-Chairman

27.3.17
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Dated