# HORNDEAN PARISH COUNCIL

# FINANCE AND GENERAL PURPOSES COMMITTEE

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 25th MARCH 2019 AT 7.30PM**

**PRESENT:** Cllr D Alexander (Chairman), Cllr Mrs. L Evans, Cllr A Forbes, Cllr M Hyltoft, Cllr J Lay

**IN ATTENDANCE:** Carla Baverstock-Jones, Chief Officer; Cheree Garvey, Office Manager (Minute Taker); Simon Ritson, Responsible Financial Officer

**PUBLIC ATTENDANCE**: There were no members of the public present.

F&GP 040/18/19 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr M Burridge and Cllr N Wren.

F&GP 041/18/19 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest received.

F&GP 042/18/19 **PUBLIC SESSION**

There were no members of the public present to ask questions

F&GP 043/18/19 **TO APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 14TH JANUARY 2019**

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee meeting held on the 14th January 2019 are duly signed as a true record of the meeting.

This was proposed by Cllr D Alexander and seconded by Cllr A Forbes.

F&GP 044/18/19 **TO RECEIVE AND CONSIDER THE DRAFT ASSET REGISTER AS AT 31 MARCH 2019**

The Asset Register was circulated and discussed. It is to be noted that there is no depreciation recorded in the Asset register as this is not applicable within the third tier of Government.

With regard to Street Furniture, this is not all currently detailed photographically and it is noted that as new furniture is added or old furniture is replaced that photographs will be added to the register.

David Alexander

F&GP 045/18/19 **TO CONSIDER THE PRINCIPAL AIMS IN RESPECT OF SETTING THE CHARGING RATES FOR THE HIRE OF JUBILEE AND NAPIER HALLS**

Cllr D Alexander requested a discussion on whether the Council wishes to have a surplus, break even or deficit with regard to hall hire income. A discussion was held.

It was **RESOLVED** that the long-term goal is for hall hire rates to cover both direct and indirect costs.

It is noted that the current deficit is to be subsidised for the time being. This will be reviewed annually to reduce the subsidy by incremental increases to the hall hire charges while keeping them competitive with other halls in the area. The aim is reach a break-even point in due course.

F&GP 046/18/19 **TO RECEIVE A REPORT AND CONSIDER THE REVISED HIRE CHARGES IN RESPECT OF JUBILEE AND NAPIER HALL**

The report was circulated and a brief discussion took place.

It was **RESOLVED** that the Version 2 Tariff is adopted. The proposal by Cllr D Alexander was put to a vote and it was agreed unanimously.

The following amendments to the proposal are to be applied to the report.

- Volume discount of 5% to be applied to all hirers (both profit and non-profit organisations) when usage is in excess of 60hrs in any calendar month.
- The new rates will commence 01 August 2019 so that 3 months' notice can be given to hirers once the changes are approved by Council.

F&GP 047/18/19 **TO RECEIVE A REPORT AND CONSIDER THE REVISED TERMS AND CONDITIONS PERTAINING TO HPC HALL HIRE**

It was **RESOLVED** that the proposed Terms & Conditions of HPC Hall Hire are to be adopted following amendments as noted:

- Add page and section numbers
- The age to be stated within the section pertaining to adult supervisors being required
- Deletion of the sentence regarding hypnotism and mesmerism.

It is noted that the current 4 separate T's&C's documents are to be consolidated into 2. one for Jubilee and one for Napier with sections for Regular hirer and Casual hirer conditions. It is requested that this be brought to the F&GP meeting of 3rd June 2019 for consideration.

F&GP 048/18/19 **TO RECEIVE A REPORT AND NOTE THE TIMELINE IN TERMS OF THE CONSTRUCTION OF THE PARISH OFFICE, AND THE FUTURE BUDGETARY REQUIREMENTS**

The report was circulated and discussed. Initial estimates indicate that the construction loan repayments will be covered by savings from no longer needing to rent office and storage space.

Action resulting from the discussion is as follows:

- To understand the terms and conditions of the current leases for Tyfield House and Lucky Lite, the Chief Officer will prepare a report for review at the next meeting.

David Alexander

F&GP 049/18/19 **TO RECEIVE AND CONSIDER THE APPLICATION IN RESPECT OF THE FOLLOWING GRANT: HORNDEAN BAND – £1,000**

The grant application was circulated and a discussion was held.

Members request a breakdown of itemised costs and clarification of how many concert tickets will be made available to the public.

It is noted that the grant application is to be resubmitted for consideration at the next F&GP Meeting on 3rd June 2019.

This was proposed by Cllr M Hyltoft and seconded by Cllr D Alexander.

Meeting closed at 8.42pm

David Alexander
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Chairman

3 JUNE 2019
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Dated