

EAST HOATHLY with HALLAND PARISH COUNCIL

Minutes of the meeting of the Finance and General Purpose committee held on Monday 12th November, 2018 at 7 pm at The Forge, Halland.

Present: Cllr. David Vaughan (chairman), Cllr. Victoria Albuquerque, Cllr. Susan Cole and Cllr. Tony Pope.

Also in attendance: Malcolm Ramsden (clerk), Verne Heath (RFO) and one member of the public.

AGENDA**1. PUBLIC PARTICIPATION**

Members of the public are welcome and encouraged to attend. The first fifteen minutes of the meeting will be available for the public to express a view or ask a question on relevant matters on the agenda. The public and press are also welcome to stay and observe the rest of the meeting.

The member of the public did not wish to speak.

2. DECLARATIONS OF INTEREST

Members are invited to make any declaration of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

Cllr. Albuquerque declared her interest in matters relating to tennis and Cllr. Pope declared his interest in matters relating to garden plots.

3. APOLOGIES – to receive apologies for absence

None.

4. MINUTES

4.1 To resolve that the minutes of the Finance and General Purpose Meeting held on Monday 16th July, 2018 be taken as read, confirmed as a correct record and signed by the Chairman

Following a proposal by Cllr. Pope and seconding by Cllr. Vaughan

FGP0008

RESOLVED that the minutes of the Finance and General Purpose meeting held on the 16th of July, 2018 be confirmed as a correct record. Duly signed by the chairman.

4.2 Matters outstanding from minutes (not listed as separate agenda items)

4.2.1 Investigation of card payment method for future garden plot 'rents'

Carried forward.

4.2.2 Adoption of NALC standard model of Financial Regulations

Members remarked that adoption of the NALC standard model of Financial Regulations had previously been discussed at meetings but without resolution. Carried forward.

5. GENERAL PURPOSE

5.1 To consider approval of RFO's contract amendments before proposal to Full Council

Following a proposal by Cllr. Albuquerque and seconding by Cllr. Pope

FGP0009

RESOLVED that the RFO contract amendments previously circulated be recommended for approval by Full Council.

6. WAR MEMORIAL SPORTS GROUND TRUST (COUNCIL AS TRUSTEE)

- 6.1 To consider Playdale quote for work to play area equipment for proposal to Full Council
Members noted that the risk element of equipment items had been assessed as being either 'low' or 'very low' and that sufficient funds to carry out remedial work was available within earmarked reserves. Matter to be discussed further at the next meeting of Full Council.

8. FINANCE

- 8.1 To note Internal Auditor's recommendations
Noted.
- 8.2 To note payments/receipts against budget
Noted.
- 8.3 To note bank account reconciliation
Following a proposal by Cllr. Pope and seconding by Cllr. Vaughan
RESOLVED to delegate confirmation of bank account reconciliation to Clerk.
(Later – Clerk confirms bank account reconciliation, including War Memorial charity account).
- FGP0010**
- 8.4 To consider adoption of RBS finance package
Clerk and RFO to investigate.
- 8.5 To note update regarding Internet Banking
Members learnt that Cllr. Vaughan was still experiencing problems with the internet banking package and that Cllr. Magness had been added as a payment authorizer.
- 8.6 To consider recommendations regarding insurance
Carried forward.
- 8.7 To agree 2019/20 budget, precept and reserves for proposal to Full Council
Minor changes made to the previously circulated projections.
Following a proposal by Cllr. Pope and seconding by Cllr. Cole
RESOLVED to recommend to Full Council that the budget and precept for 2019/20 be set at £59,853.
- FGP0011**
- 8.8 Member audit
Member audit conducted by Cllr. Albuquerque – three payments chosen at random:-
No.1365 - Costain licences £560.00 (18Oct2018)
No.BACS - RFO salary payment (24Spt2018)
No.1356 – Newton Frost £2,100.00 (24ug2018)

9. ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE

10. DATE OF NEXT MEETING

- 10.1 To note that the next meeting of the Full Council will be held at the Village Hall on Monday, 26th November, 2018 at 7pm
Noted.
- 10.2 To note that the next meeting of the Finance and General Purpose committee will be held at The Forge on Monday, 5th February, 2019 at 7pm
Noted (not 11th February as previously stated).

Meeting closed at 8.55 pm