

EAST HOATHLY with HALLAND PARISH COUNCIL

Minutes of the East Hoathly with Halland Parish Council Finance and General Purpose committee meeting held on **Monday 12th June, 2023 at 7.00pm.**

Present: Cllr. Jacqueline Bradley, Cllr. Tania Freezer (initial chair), Cllr. Danni Thatcher and Cllr. David Vaughan.

Also in attendance: Malcolm Ramsden (clerk) and Verne Heath (rfo) (via Zoom).

AGENDA

0. ELECTION OF CHAIRMAN

Following a proposal by Cllr. Bradley and seconding by Cllr. Freezer

FGP0070 **RESOLVED** to appoint Cllr. Vaughan as chair of the Finance & General Purpose committee.

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 (subject to any items considered as confidential within the terms of the Public Bodies (Admission to meetings) Act 1960).

No members of the public present.

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. Freezer declared her interest in agenda item 6.3 and Cllr. Bradley declared her interest in agenda item 7.3

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 7th November, 2022 be taken as read, confirmed as a correct record and signed by the Chairman

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

FGP0071 **RESOLVED** that the minutes of the meeting held on 7th November, 2022 be taken as read, confirmed as correct and be signed by the chairman.

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

None.

5. GENERAL PURPOSE

5.1 MS Teams vs Zoom

Cllr. Vaughan explained that Council currently pay some £160 per annum for use of Zoom for online meetings and that with Microsoft 365 members now had access to Teams for no cost. Cllr. Thatcher expressed her preference for Teams when access to documents was required. Clerk mentioned that the Council licence was also used for meetings of the Neighbourhood Plan group who would be contacted.

Following a proposal by Cllr. Bradley and seconding by Cllr. Freezer

FGP0072 **RESOLVED** that this committee propose to Full Council that Teams replace Zoom for virtual meetings.

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

6.1 Trace heating requirement

Members learnt from the clerk that one of the two Trace frost control systems was faulty and that Bartholomews had been asked to quote to correct the fault. Item carried forward.

6.2 Roof asbestos re-inspection

Members noted the satisfactory asbestos re-inspection report and that inspection was an annual requirement until such time as the current roofing sheets were replaced.

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

FGP0073 **RESOLVED** that this committee approve a grant to the charity by way of payment of the £300 cost of the re-inspection, within its delegated authority, from the maintenance budget.

6.3 Caretaker vacancy

Members learnt that one of the applicants was to be invited to interview by Cllrs. Bradley and Vaughan on the 19th of June, 2023.

6.4 Sports ground access

Members discussed the merits of post/bollards vs fencing for the entrance at Susans Close and the gap between the tennis courts and trees to the north of the courts. Clerk to obtain advice regarding specification in preparation for tendering. Clerk to also arrange for chain and padlock to secure the gate between the car park and football area. Authorized vehicle users to be notified.

7. FINANCE

7.1 New bank accounts update

Members learnt from the rfo of the benefits offered by a number of bank account providers to overcome the risk to the Council of funds not being fscs protected. All account providers appeared on the list, previously circulated, of suggested, but not recommended, banks provided by Council's internal auditor.

Following a proposal by Cllr. Freezer and seconding by Cllr. Bradley

FGP0074 **RESOLVED** that this committee recommend to Full Council that accounts with opening deposits of less than £85,000 each be opened with both Cambridge Building Society and Redwood Bank.

7.2 Bank account signatories

Members agreed that no changes to the existing arrangements were required.

7.3 To consider recommendation to Full Council regarding structures at the Garden Plots

Cllr. Freezer understood that something new had been added or changed in the Community Garden section of the Garden Plots. Clerk to enquire and instruct that nothing new be added or changed until the outcome of whether, or not, planning permission for structures is required.

Following a proposal by Cllr. Bradley and seconding by Cllr. Freezer

FGP0075 **RESOLVED** that this committee recommend to Full Council that an architect's advice be sought regarding drawing up plans, including structures on all plots, in preparation for seeking planning permission.

7.4 To consider recommendation to Full Council regarding fingerpost maintenance

Clerk reminded members that recent ESCC policy had been to meet 50% of maintenance costs in respect of two posts per annum.

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

FGP0076 **RESOLVED** that this committee recommend to Full Council that up to date costs of repair/maintenance of all the posts highlighted in last year's survey be obtained and proposing use of the CIL element in the budget.

7.5 To consider recommendation to Full Council regarding tree safety survey

Members noted from the previously circulated advices from Bioregional Forestry, Wealden District Council and the Woodland Trust that suggested survey intervals varied between six monthly and five yearly even though part of the parish woodland bordered the Wealdway. All agreed that informal inspections should continue to be carried out following significant weather events. The last inspection was completed in the winter of 2001.

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

FGP0077 **RESOLVED** that this committee recommend to Full Council that the next survey be carried out in the summer of 2025 with inspections every three and half years thereafter.

7.6 To note bank account reconciliations

To be completed at Full Council.

7.7 Member audit

Cllr. Bradley conducted the member audit confirming conformance of:-

17Apr2022 – HMRC £308.36

02May2022 – Bartholomews £347.23

15May2022 – Core Survey £300.00

8. ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE

Review of electricity contract.

9. DATE OF NEXT MEETING

9.1 To note that the next meeting of the Full Council will be held on Monday, 26th June, 2023 at 7pm
Noted.

Meeting closed at 8.25pm

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