

CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE

12 September 2016

Fryern Pavilion, Fryern Recreation Ground

COUNCILLORS PRESENT: Councillors, Boyes, Broadhurst, Cox, Duguid, Grajewski (Chairman).

In Attendance: Duncan Murray (Parish Clerk).

Public Participation:

There were no members of the public present.

1. APOLOGIES

There were apologies from Cllrs. Atkinson and Luffman. Cllrs Johnson and Pragnell were not present.

2. DECLARATIONS OF INTEREST

No declarations of interest were made.

3. TO NOTE THE MINUTES OF THE POLICY AND FINANCE COMMITTEE'S MEETING OF 18 JULY 2016 PREVIOUSLY AGREED AT THE FULL COUNCIL MEETING OF 25 JULY 2016.

These were noted.

4. MATTERS FOR RESOLUTION

- a) **To discuss and agree a recommendation to Full Council that the Facilities Manager be authorised to enable essential purchases up to a value of £500 as per the Maintenance Contracts Officer under Financial Regulation 4.1. Further, to also be authorised to use the Trade UK card to purchase essential maintenance items at B&Q/Screw Fix**

No debate was required. Following proposal, seconding and on a show of hands it was unanimously AGREED that a RECOMMENDATION be made to Full Council in the above terms.

- b) **To discuss and agree a recommendation to Full Council that the 2016-2017 Chandler's Ford Parish Council Risk Assessment be adopted and the items identified for further action are taken forwards.**

Following brief discussion, proposal, seconding and on a show of hands it was unanimously AGREED that a RECOMMENDATION be made to Full Council in the above terms.

- c) **To discuss and agree whether to appoint the Internal Auditors for a three-year period.**

It was agreed that the new Internal Auditors had been appointed for an initial trial year and that it had been a positive process. Following brief discussion, proposal, seconding and on a show of hands it was unanimously AGREED that a further three-year contract be entered into at a total cost of £1,995.

- d) **To agree a date for a 'Have Your Say' noting that there are no additional funds available to match-fund the parishes £5,000 from HCC. To set the grant limit available to applicants.**

Following brief discussion, proposal, seconding and on a show of hands it was unanimously AGREED that a 'Have Your Say' / 'Granted to You' on Monday 7

November 2016 with grants available at sums between £200-£1,000 per organisation.

- e) **To note that the Xelabus peak X6/7 service subsidy has been resolved by HCC without the use of parish funds**

The input from HCC was noted.

6. TO NOTE THE FINANCIAL REPORTS:

- i. **SAGE current account reconciliations from 19 June 2016 to 18 July (most recent bank statements), HSBC Events Account (Funtasia), and**
- ii. **to agree the payments made from the SAGE payment summary and to authorise payments due, to sign cheques,**

The SAGE bank reconciliations were noted.

Following proposal, seconding and on a show of hands the payments made and due were signed.

7. TO MATTERS TO BE TAKEN TO THE COMMITTEE'S NEXT AGENDA.

As mentioned in the briefing note updating of Standing Orders and Financial Regulations to be referred to Audit and Risk for approval in the new year.

8. DATE AND TIME OF NEXT MEETING

Agreed as 7.00pm 10 October 2016, Fryern Pavilion, Greenways.

That being all the business the meeting closed at 7.34 pm.

Chairman.....