

CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE

26 JUNE 2014

MEETING ROOM 1, CHANDLER'S FORD METHODIST CHURCH

COUNCILLORS PRESENT: Councillor Grajewski (Chairman), Councillors, Atkinson, Boyes, Broadhurst, Johnson, Luffman, and Pragnell

In Attendance – Assistant Parish Clerk – Sukey Spurlock

1. APOLOGIES

Councillors Aubry and Cox

2. DECLARATIONS OF INTEREST

None declared.

3. MINUTES OF PREVIOUS MEETING HELD 14 APRIL 2014 AND MATTERS ARISING

Members considered the Minutes of the Policy and Resources Committee meeting of 14 April 2014.

It was AGREED that the Minutes be signed as a true and correct record by the Chairman.

In pursuance of Item 5 it was reported that a grant application under the Have your Say Scheme had been received by Hampshire County Council and a response was awaited. It was also reported that no application had been made under the small countryside grant scheme as the deadline had already passed.

From item 8 it was reported that a 56 day notice had been given for the withdrawal of a commercial route and that consultation was not required. It was reported that consultation responses received totalled 3125 and the responses would be published in the near future.

4. MATTERS FOR RESOLUTION

i) Grant Applications:

CPFC are still awaiting the formal grant application form for the Velmore Youth Cafe, however in the interim an invoice had been received from Groundworks, which needed to be returned and invoiced to Eastleigh Borough Council direct, and any grant monies would be forwarded to them.

ii) Amend Bank Signatories: It was suggested that Mr S Mursell's signature be removed and that of Cllr Grajewski be added. That signatories be reviewed by the audit and risk committee.

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RECOMMENDATION TO FULL COUNCIL

Signatory process to be reviewed by Audit and Risk Committee including BACS and Direct Debit Payments.

It was agreed that the bank account signatories be changed as proposed.

iii) To Agree the Annual Insurance Renewal:

The renewal was agreed subject to payment and to be reviewed on completion of the asset transfer process.

iv) To Agree and Receive the Statement of Internal Control and Internal Audit Report:

Eleanor Green has completed her part of the Audit process and has given an unqualified report.

With regard to the accounts thanks were expressed to Cllr Atkinson for her input and it was noted that although the figures are correct there are inconsistencies in the nominal codes that needed to be rectified.

The general reserves stood at £84,526.00. Whilst the Balance Sheet figures were correct corrections were needed to the allocations to align them with funds received and grants expended referring to Notes to the Accounts 1 and 2. The reserve figures for the election costs would be fully used.

The amended notes would be available to the Full Council at their next meeting for agreement and publication.

Thanks to Humphreys were expressed for the quality of the work they had undertaken at such short notice.

The statement of Internal Control was received by members of the Committee.

It was AGREED to sign the Statement of Internal Control.

v) To Agree the Finance Schedule for Payment

The finance schedule for payment was AGREED totalling cheques of £9,291.66 for signature:

£384.32 - British Gas
£386.37 – British Gas

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£105.75 – Chandler's Ford Methodist Church
£44.73 – Corona Energy
£96.70 County Locksmiths
£635.35 – Do the Numbers Ltd
£473.86 – EBC – Salary Costs
£1152.00 – J Humphrey Associates
£2,700 – Intergrated Construction Ltd (Fryern Pavilion)
£84.24 – ISL Office Solutions
£2,400 – Peach McClean
£52.99 – Southern Water – (Fryern Hill)
£118.80 – St John Ambulance
£585.00 – TKL Architects LLP
£60 .00 - Velmore Community Association
£11.55 - Xeretec

J Humphreys was agreed in principle for payment, but to be released when account amendments had been made and completed.

6. WAR MEMORIAL – UPDATE REPORT

It was reported that the work had been started and that the lettering was still to be highlighted.

7. FRYERN FUNTASIA EVENTS ACCOUNT UPDATE

This matter was deferred to the next meeting.

8. MEMBERS OF THE PRESS AND PUBLIC TO BE EXCLUDED FROM THE MEETING, PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was proposed by Cllr Grajewski and seconded by Cllr Luffman that the press and public be excluded from the remaining part of the meeting due to the confidential nature of the business to be discussed.

The Meeting Closed at 8.00 p.m.

Dates of next meetings:

The next meeting of the Chandler's Ford Parish Council will be the Full Council meeting of 28 July 2014 commencing at 7.00pm.

Chairman.....