

## **CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE**

**13 February 2017**

### **Fryern Pavilion, Fryern Recreation Ground**

**COUNCILLORS PRESENT:** Councillors, Atkinson, Boyes, Broadhurst, Cox, Duguid, Grajewski (Chairman), Johnson, Luffman and Pragnell.

**In Attendance:** Duncan Murray (Parish Clerk), Cllrs Foulds and Scott.

#### **Public Participation:**

There were no members of the public present.

#### **1. APOLOGIES**

There were none.

#### **2. DECLARATIONS OF INTEREST**

Cllrs Grajewski and Duguid declared non-disclosable, non-pecuniary interests in the Hiltingbury Community Association.

#### **3. TO NOTE THE MINUTES OF THE POLICY AND FINANCE COMMITTEE'S MEETING OF 13 FEBRUARY 2017 PREVIOUSLY AGREED AT THE FULL COUNCIL MEETING OF 13 MARCH 2017.**

These were noted.

#### **4. MATTERS FOR RESOLUTION**

- a) **To discuss and agree whether to make an internal transfer of £1,500 (as allowed for in the budget) to the Funtasia account.**

The Chairman asked whether any debate was required, there was not. So following proposal, seconding and on a show of hands it was AGREED to make the bank transfer.

- b) **To agree the contractual uplift agreed by NALC and the SLCC as part of the 2016-2018 pay settlement agreement, effective from 1 April 2017**

Following clarification of the fact that the salary scalar point changed at 1 April and therefore even if a person started after that date the new scales would apply; following agreement that the 1.002% increase would apply to the employee who was on a salary rather than scalar point and then proposal and seconding, on a show of hands the contractual cost of living increase was AGREED.

- c) **to discuss and agree whether to make grants available to**  
a. **Hiltingbury Community Association of £1,000 for the Extravaganza**  
b. **Asian Welfare and Cultural Association (AWCA) £500 towards the Mela**  
**as per their applications.**

The Extravaganza application was taken first and no debate was required, following proposal, seconding and on a show of hands the grant of £1,000 was AGREED

The Mela application was then discussed and there were several items in their application that seemed unclear or incorrect. Whilst Members were supportive of the festival it was felt that the AWCA application needed to be clarified, especially on the financial reporting and preferably updated accounts made available so that the council could reconsider the application at the next meeting.

**5. TO NOTE THE FINANCIAL REPORTS:**

- i. SAGE current account reconciliation from Barclays A/C 19 January 2017 to 18 February and 19 February to 18 March,**
- ii. To note the initial (indicative) accounts from year end 31 March 2017, and**
- iii. to agree the payments made from the SAGE payment summary and to authorise payments due, to sign cheques.**

The SAGE reconciliations were received by the committee and noted. The Clerk took members through the Budget to Actual and Variance report for the year and pointed out some highlight items with both the Hiltingbury and Fryern rental incomes being above budget targets, Direct Costs were under budget by £20k and salaries were only £2k above budget despite the role of a Facilities Manager not being in the original budget. The Profit and Loss account showed a surplus of £86k but this was partially due to the tractor and electric vehicle not being delivered and invoiced for in the 2016-17 financial year, so the more realistic figure was around £50k. Current Assets on the Balance Sheet showed at £331k. Members enquired about the allotment costs, noting there was a balance against the benefits for healthy communities. A request was made for future in-house vs EBC direct costs for the grounds maintenance to be reported. It was pointed out that there were quality outcomes as well as financial considerations, but reporting would be available.

**6. TO MATTERS TO BE TAKEN TO THE COMMITTEE'S NEXT AGENDA.**

Monitoring and reporting of Xelabus peak usage and future actions for consideration at the April meeting, along with the potential for a website upgrade.

**7. DATE AND TIME OF NEXT MEETING**

Agreed as 7.00pm 22 May 2017, Fryern Pavilion, Greenways.

That being all the business the meeting closed at 7.44 pm.

Chairman.....