

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

**19 FEBRUARY 2018**

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

**COUNCILLORS PRESENT:** Chairman Cllr Grajewski; Councillors Atkinson, Broadhurst, Boyes, Cox, Duguid, Johnson, Jolly, Luffman and Pragnell.

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

#### **Public Participation:**

Cllr Foulds mentioned the posting of notices on the Pennine Way noticeboard, the Clerk commented that he had no staff the previous week as Tori had been on a 5-day tractor course and Sukey had been on leave; however Tori had put the agendas up on the Saturday, following the Clerk asking him to late on Friday evening.

#### **1. APOLOGIES**

There were no apologies.

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

None were declared.

#### **3. TO ACCEPT THE MINUTES OF THE POLICY AND FINANCE COMMITTEE'S MEETING OF 15 JANUARY 2018 AS PREVIOUSLY AGREED AT THE PARISH COUNCIL MEETING OF 29 JANUARY 2018.**

These were accepted.

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

##### **a) TO NOTE THAT 5 COMPLETED TENDERS WERE RECEIVED; TO DISCUSS AND AGREE THE CONTENT OF THE DETAILED FINANCIAL REPORT ON THE AFFORDABILITY OF THE HILTINGBURY PAVILION EXTENSION PROPOSALS THAT WILL BE GOING TO FULL COUNCIL FOR ITS MEETING ON 12 MARCH 2018, INCLUDING DUE DILIGENCE ANALYSIS AND BALANCE SHEET REPORT ON THE PREFERRED TENDERER(S).**

The Clerk explained that he was seeking to ensure that the areas of concern were identified and therefore covered at the Full Council meeting on 12 March 2018 at which the final investment decision would be made. Further that he felt, as expressed in the briefing note, the important items were: -

1. The report on the affordability of the proposals analyses the funds held/expected over the project development period, an S-Curve cashflow analysis identifies the cashflow impacts/management of the VAT outputs and reclaims and there is a Balance Sheet review of the two preferred tenderers along with further due diligence reporting from the professional team.

2. The anticipated income/expenditure analysis of the proposed project will be based on a 50% peak (evenly split badminton and 5-a-side football) uptake and a 12.5% off-peak usage basis with current PWLB borrowing costs for a £1.4M borrowing (30-year repayment period). All income and expenditure figures being ex VAT.

Members asked questions for clarification and around fiduciary duty, with comment being made about the role of the professional team, the Responsible Finance Officer and the role of councillors in the process. It was also clarified that Andrew Thompson,

the EBC Officer advising on the sports element was currently independent from the sports provision at borough council as his role was Local Area Manager, but he was advised by Sports England.

Following proposal and seconding, with the addition of "As a minimum" at the front of point 1 above its content was AGREED.

Point 2 was then taken, having been proposed and then seconded. The Clerk was asked about the expected usage, which would be continuously reviewed. The anticipated income was based on 50% peak usage split, for simplicity between badminton and 5-a-side football and with an anticipated income of circa £136k.

The expected outgoings were queried and the Clerk responded that they had been identified in the previous Business Case discussed in November and would be revisited in the final decision-making process. Mechanical and electrical issues were brought up with a request to check figures with the design engineers. It was questioned whether staffing would be provided during all opening hours as was mentioned at the planning decision meeting at which it was discussed. It was confirmed that the staffing is not a planning issue.

There being no further debate on a show of hands the content of point 2 was AGREED.

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

- i. **SAGE current account reconciliation from Barclays A/C from 1 December 2017 to 21 January 2018, and HSBC Events Account to 25 January 2018, and**
- ii. **to agree the payments made from the SAGE payment summary and to authorise payments due, to sign cheques.**

Following proposal, seconding and on a show of hands the SAGE reconciliations were NOTED and the payments made and due were AGREED.

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

Buses a report when consultation and the returning draft Safeguarding and DBS Policy as and when updates were available, also Youth Work at Fryern.

The Clerk mentioned that the DBS policy was still being worked on and that the FCA had purchased the laptop.

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

Agreed as 7.00pm 23 April 2018, Fryern Pavilion, Greenways.

That being all the business the meeting closed at 8.10p.m.

Chairman.....