

CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE

17 JULY 2017

Fryern Pavilion, Fryern Recreation Ground

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

In Attendance: Duncan Murray (Parish Clerk), Cllr Foulds.

Public Participation:

There was one member of the public present who did not wish to speak.

1. APOLOGIES

There were apologies from Cllrs Broadhurst and Jolly. Cllr Johnson was not present.

2. DECLARATIONS OF INTEREST

Cllr Grajewski declared a non-disclosable, non-pecuniary interests in her brother-in-law might be undertaking work on the council's website.

3. TO NOTE THE MINUTES OF THE POLICY AND FINANCE COMMITTEE'S MEETING OF 24 APRIL 2017 PREVIOUSLY AGREED AT THE FULL COUNCIL MEETING OF 8 MAY 2017.

These were noted.

4. MATTERS FOR RESOLUTION

a) to consider the options for future peak-hour bus usage in the parish

Members discussed various issues about the peak and off-peak services in the parish noting that the Velmore service was commercially more viable and that peak issues centred around the buses being caught up in the same traffic as everyone else so there was no advantage from the service. The Clerk was asked to gain further information and bring the information back to the committee.

b) to discuss and agree to increase the franking machine monthly direct debit to £70.00 from £50.00

No debate was requested, following proposal, seconding and on a show of hands it was AGREED to increase the direct debit to £70.

c) to discuss and agree whether to upgrade the council's website, and if so how

The Clerk asked Members what they were wanting to achieve as he had nothing to bring forward. He also commented that a Parish Council's website was more about information sharing than anything else, and also that very few hosting companies could do .gov websites. Members commented on various issues such as functionality, it being a revenue driver, mobile and user friendly.

As RFO the Clerk cautioned Members that a lot of money could be put into a website that wouldn't necessarily achieve very much and suggested that by looking at the architecture of the site more might be achieved by less. It was agreed that the Clerk should approach our IT support consultant's son to see what he could suggest and report back.

d) to discuss and agree whether to make a grant available to Asian Welfare and Cultural Association £500 towards the Mela, as per their application.

Following brief discussion at which support for the Mela was expressed, an amendment to the motion was proposed that the level of support should be £250. This was seconded and on a show of hands AGREED.

5. TO NOTE THE FINANCIAL REPORTS:

- i. **SAGE current account reconciliations from Barclays A/C 19 March 2017 to 31 March and 1 April to 18 May and 19 May to 18 June, and HSBC Account,**
- ii. **to note the VAT reclaim March to May 2017 was £23,851.20, and**
- iii. **to note the initial financial reports for the first quarter, expenditure to budget, Profit and Loss, and Balance Sheet**
- iv. **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 VAT reclaim was noted.

The Clerk took members through the Budget to Actual and Variance report for first quarter and pointed out some highlight items with both the Hiltingbury and Fryern rental incomes being above budget targets. Direct Costs were over budget due to EBC continuing for a short handover period and salaries were under budget, but that was partially covered by the delay in HMRC payments to month end.

Fryern Extension costs were showing £23k which was representative of equipment bought for the grounds staff.

The Profit and Loss account was healthy and Current Assets on the Balance Sheet showed at £117k.

Officers involved in the finances were thanked for keeping the books properly and the reports were noted.

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

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

Website actions and bus usage in the parish.

7. DATE AND TIME OF NEXT MEETING

Agreed as 7.00pm 11 September 2017, Fryern Pavilion, Greenways.

That being all the business the meeting closed at 8.02 pm.

Chairman.....