

CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE

14 JUNE 2021

COUNCILLORS PRESENT: Chairman Cllr Child; Councillors Atkinson, Bicknell, Bourne, Broadhurst, Holden-Brown, Johnson and Ricketts

In Attendance: Duncan Murray (Parish Clerk) and Hilary Blaker (Deputy Finance Officer [DFO]).

Public Participation:

There were no members of the public present.

1. APOLOGIES

There were apologies from Cllrs Dolbear and Evans.

2. DECLARATIONS OF INTEREST

There were none.

3. TO ACCEPT THE MINUTES OF THE POLICY AND FINANCE COMMITTEE'S MEETING OF 26 APRIL 2021 AGREED AT THE FULL COUNCIL MEETING OF 24 MAY 2021.

These were ACCEPTED.

4. MATTERS FOR RESOLUTION

a. To note the draft AGAR figures and variances.

The draft AGAR was noted with some questions about the layout of the reports and questions relating to the actual accounts, the Clerk commented that he had already had some corrections done to the draft AGAR form prior to the visit by Internal Audit. The Clerk also commented that the Internal Audit report was clean.

b. To note the draft accounts.

The draft accounts were presented with commentary that the creditor and debtor figures were good and showed that the effects of the pandemic had been well managed.

A Member questioned the inclusion of the PWLB capital repayment being shown in the (historic) Loan Interest column and then having a contra entry in the Balance Sheet to offset this. Further explanation of some items in the Balance Sheet was also requested.

The Capital Financing Reserve was questioned, and the Clerk confirmed that this was a future offset against the PWLB loan repayments.

Transfers between the reserves were also questioned, the Clerk said that he would get more details from Humphrey's. (Post meeting note: the sums transferred represent the expenditure on the Pavilion and therefore the creation of the long term liability referred to in note 6 of the Accounts.)

The lack of depreciation being charged was questioned, with the Clerk confirming that items are not depreciated as this would create a 'double-taxation' which would be unlawful. It was then commented by the Member that a lifespan Risk Assessment Policy would be required enabling a more controlled view of fixed assets.

c. A note the response from EBC about email addresses.

The Clerk commented that the virtual meeting with EBC had ended up with the suggestion that CFPC should just expand its use of the -pc.gov.uk and its Microsoft account. This would be a costly exercise, according to our IT consultant. The Clerk reconfirmed that he felt that 'parishcldr.NAME.CFPC@gmail.com' or 'parishcldr.NAME.Chandlersfordpc@gmail.com' (or other providers) would be the

most practical solution. The Clerk was asked to provide information so that individual councillors could choose what to do.

d. Update on Pavilions reporting from Sage.

The previous draft was discussed, and more detail was requested the suggestion was made to reinstate the closed individual utilities nominal codes and to sort salaries by department (for the Sportshall).

5. TO NOTE THE FINANCIAL REPORTS:

i. To agree the payments made from the SAGE payment summary, to authorise payments due, to sign cheques.

Following proposal and seconding and on a show of hands the reports were NOTED, and payments AGREED.

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

Fixed Asset lifespan policy, pavilions reporting.

9. DATE AND TIME OF NEXT MEETING

The date was confirmed as Monday 14 June 2021, in person at Fryern Pavilion.
That being all the business the meeting closed at 8.05p.m.

Chairman.....