CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE

4 November 2024

COUNCILLORS PRESENT: Chair Councillor Evans with Councillors Abraham, Beer, Broadhurst, Child, Davies and Jones.

In Attendance: Hilary Blaker (Clerk)

Public Participation:
There was one member of the public in attendance who enquired if there was any progress with the change of signage onto Fryern recreation ground from Clanfield Drive entrance since. The no cycling signs had previously been removed by Hampshire County Council. The Clerk advised that there was no update.

1. APOLOGIES
Apologies were received and accepted from Councillor Attrill and Bicknell. Apologies were duly accepted.

2. DECLARATIONS OF INTEREST
None were received.

3. TO ACCEPT THE MINUTES OF THE 9 SEPTEMBER 2024 COMMITTEE MEETING AS APPROVED BY FULL COUNCIL ON 23 SEPTEMBER 2024.
Following proposal, seconding and on a show of hands these were ACCEPTED.

4. MATTERS FOR NOTING / RESOLUTION

a) **To review the draft meeting schedule for 2025 and to make recommendations to Council.**
Following proposal, seconding and on a show of hands the proposed dates for five committee meetings throughout 2025 were agreed with recommendation to Council.

b) **To discuss and agree revised Retention of Records Policy for 2024.**
Following proposal, seconding and on a show of hands it was agreed that the revised Retention of Records Policy be RECOMMENDED to Full Council for adoption.

c) **To review current Policy list and agree policies to be deleted as no longer fit for purpose.**
It was requested that the Staff Handbook be added to the policy list for future review.
Following proposal, seconding and on a show of hands it was agreed that recommendation to Council would be made to delete policies identified as no longer fit for purpose.

d) **To discuss and make recommendations for consideration within 2025-26 budget setting.**
Draft cost centre headlines were presented.
With the increase in national minimum wage and national insurance contributions for employers, further consideration was requested for staffing costs. It was noted that this national increase will directly affect expenditure as the increased costs of labour will drive up service costs. It was requested that community projects identified within the community engagement survey should be considered along with unifying grant allocations.
Further consideration of budget and precept will be considered within next committee meeting.

e) **To discuss and approve grant application from Chandler's Ford Methodist Church**
Following discussion it was proposed, seconded and on a show of hands agreed to award a grant to the value of £1,000 to support the renovations of the Dovetail centre with focus on accessibility and inclusivity. Enabling greater use of the facilities for all members of the community. Power to award grant in keeping with Local Government Act 1972 s133 and Local Government Act (Miscellaneous Provisions) Act 1976 s19.
The grant was awarded with the condition that the Parish Council is acknowledged as supporter within any future publications.

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f) To discuss and approve grant application from Brownhill

Following discussion it was proposed, seconded and on a show of hands agreed to award a grant to the value of £1,000 to support the refurbishment of the Brownill Community Centre enabling the venue to be fit for purpose for current and future hirers. Power to award grant in keeping with Local Government Act 1972 s133 and Local Government Act (Miscellaneous Provisions) Act 1976 s19.

The grant was awarded with the condition that the Parish Council is acknowledged as supporter within any future publications.

5. TO NOTE THE FINANCIAL REPORTS:

i. To NOTE the financial reports, including the bank reconciliation as of 30 September 2024, and

The financial reports were duly noted.

ii. to agree the payments made from the Scribe payment summary.

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

iii. To NOTE verification of bank reconciliations has been undertaken as per Financial Regulations 2.6

It was duly noted that Councillor Scott has completed the verification of financial records.

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

Further consideration of the budget for 2025-26 along with matters arising from changes to the Policy List.

7. DATE AND TIME OF NEXT MEETING

The date was confirmed as Monday 13 January 2025, 7pm, at Fryern Pavilion.

That being all business, the meeting closed at 7.50 p.m.

Chairman…….....