



PARISH COUNCIL OF DENMEAD

MINUTES OF A MEETING OF THE **FINANCE, ADMINISTRATION and PERSONNEL COMMITTEE HELD ON WEDNESDAY 4 FEBRUARY 2015** IN THE FURZELEY ROOM, OLD SCHOOL, DENMEAD commencing at 7.30 pm

Members: Cllr N Lander-Brinkley (Chairman) (P)
Cllr K Andreoli (P)
Cllr R Hallett (P)
Cllr P Langford-Smith (P)
Cllr K Scholey (P)

Also present: Tony Daniells, Clerk to the Council.

066/15FAP Apologies for Absence: Apologies were received from Cllr Scholey.

067/15FAP Declarations of Interest: There were no Declarations of Interest made at this time.

068/15FAP Minutes of the Previous Meeting:

The Minutes of the Meeting held on the 17 December 2014 were submitted for approval. **It was RESOLVED that the Minutes be accepted as an accurate record and were duly signed by the Chairman.**

069/15FAP Public Participation (SO.1 (c)): There was no requirement for a Public Session.

070/15FAP Correspondence

(a) Mayor of Winchester's Community Awards: The Clerk gave the nominations and the citations for the nomination for the Community Awards. **It was unanimously RESOLVED to ratify these nominations.**

071/15FAP Parish Council's Website

(a) Members were happy with the look of the website. It was asked that papers for meetings were available online for members of the public. These would be the same papers that were given to Councillors with the agenda with the exception of letter from residents, sensitive financial information and confidential matters. These papers could be appended to the agenda in a PDF file. The Clerk advised that discussions were taking place with the WCC Market Towns Officer on how best to make the Denmead Business Directory available via a website. The favoured solution was to have a link from the DPC website to a separate website that could be maintained independently by the WCC Officer. **NOTED.**

072/15FAP The Barn

(a) The Clerk gave a verbal update on the progress of the sale of The Barn. Enquiries from the buyer's solicitor had been answered but further enquiries had been received. The buyer had advised that he would accept the CIL liability for the conversion of the Barn if the sale price was reduced to reflect this. **Members AGREED that this was an acceptable request and that the solicitor should tie this into the sale contract.**

073/15FAP Background Papers

(a) The Chairman found that copies of papers for members of the public and made available by WCC at their meeting were always helpful. He considered that for little extra cost or effort, DPC could provide copies of papers at their meetings. Based on public attendance at meetings, it was suggested that six copies were available at Council, with two copies available at H&GP and Amenities Committee meetings. **It was unanimously AGREED that copies of papers, in the suggested numbers were made available to the public at these meetings.**

074/15FAP Finance

(a) **It was unanimously RESOLVED that the payments detailed on the Orders for Payment (list 13) should be APPROVED in the sum of £3,272.65 including VAT and the receipts of**

£1,832.64. Further payments of £1,022.30 (including VAT) made since the last orders of payment were RATIFIED.

- (b) Accounts: The accounts for December 2014 had been published. **NOTED.**
- (c) Market Towns Development Officer: DPC had been successful in reducing the cost to it of the WCC Market Towns Development Officer. It was asked at Council that the surplus funds were made available to the WCC Officer to support her in her role [min ref:104/15C]. Cllr Langford-Smith referred to the Speedwatch scheme and if this was to proceed, funds would be needed to purchase equipment for this. The Clerk gave examples of support from DPC to the WCC Officer in the past year and advised that any funding to purchase goods or services in support of her role would be through the Parish Council **It was unanimously RESOLVED that the surplus funds be used to purchase equipment for Speedwatch and the remaining funds be allocated to the WCC Market Towns Officer.**
- (d) Internal Auditor: The Internal Auditor visited on 15 January 2015. There were no issues requiring attention. The Committee expressed their thanks to the RFO for work in managing the finances of the Council. **NOTED**

075/15FAP Any other report which the Chairman deems urgent – NO DECISIONS can be made.

- (a) Cllr Langford-Smith referred to a new development in Inhams Lane which were at variance with the approved plans. This would be reported to WCC Enforcement.

076/15FAP Exempt Business

It was RESOLVED that in accordance with the Public Bodies (admission to meetings) Act 1960 to exclude the public and press for discussions regarding personnel matters where publicity might be prejudicial to the special nature of the business.

The meeting closed at 8.20pm. The next scheduled meeting is Wednesday 18 March 2015