

MINUTES OF A MEETING OF THE FINANCE, ADMINISTRATION and PERSONNEL COMMITTEE HELD ON WEDNESDAY 10 JUNE 2015 IN THE OLD SCHOOL, DENMEAD commencing at 7.30 pm

Members: Cllr K Andreoli (Chairman) (P)
Cllr F Hull (P)
Cllr P Langford-Smith (P)
Cllr K Scholey
Cllr G West (P)

Also present: Tony Daniells, Clerk to the Council.

- 001/16FAP Apologies for Absence:** Apologies for absence were received from Cllr Scholey.
- 002/16FAP Declarations of Interest:** Cllr Langford-Smith declared a personal interest in agenda item 8(a), Orders for Payment, as she was listed as a payee in payments being considered for approval. There were no other Declarations of Interest made at this time.
- 003/16FAP Minutes of the Previous Meeting:**
The Minutes of the Meeting held on the 29 April 2015 were submitted for approval. **It was RESOLVED that the Minutes be accepted as an accurate record and were duly signed by the Chairman.**
- 004/16FAP Public Participation (SO.1 (c)):** There was no requirement for a Public Session.
- 005/16FAP Correspondence**
- (a) Letter from Cllr Lander-Brinkley: Cllr Lander-Brinkley had written to the Clerk regarding two matters
- i. Southern Gas Networks village works. The recent works to increase the gas supply to residents would be extended for a further three weeks. Businesses had already experienced a decrease in business and this extension would further affect them. Cllr Lander-Brinkley wanted to ensure that the retail businesses were aware of a compensation scheme. The Clerk advised that the Market Towns Development Manager was aware of the compensation scheme and had written to the retail businesses affected in the village centre. She would also reinforce this message at the next Business Forum meeting in July. **NOTED.**
 - ii. Membership of the Old School Working Party. Cllr Lander-Brinkley advised that membership of the Working Party was decided by Council and changes could only be made by the senior body. **After a short discussion it was AGREED to recommend to Council that membership of the Old School Working Party consisted of members of the Finance, Administration & Personnel Committee.**
- (b) Letter from C Caine: In a letter dated 25 May 2015, Mrs Caine proposed a solution to resolve the boundary between Ashling Gardens and the War Memorial Hall grounds. In the following discussion, Councillors considered that the boundary ran in a straight line and was clearly shown on documentation. **It was unanimously AGREED to recommend to the Amenities Committee that the matter should be settled by engaging a surveyor to establish the definitive boundary.**
- 006/16FAP Parish Council's Website**
- (a) There were no matters raised with regards to the Parish Council website.
- 007/16FAP Old School**
- (a) Membership of the Working Party. This matter had been previously covered at minute reference 005/16FAP(a)ii. **NOTED.**

- (b) The Chairman had discussed the building insurance of The Old School once it became a DPC asset with the RFO. The opinion was that all DPC assets should be insured by the Council. If agreed by Council, it would be for the Working Party to negotiate how much of the cost was recovered from the DCA. **NOTED.**

008/16FAP Finance

- (a) **It was unanimously RESOLVED that the payments detailed on the Orders for Payment (list 03) should be APPROVED in the sum of £6,669.93 including VAT and the receipts of £177,115.26. Further payments of £1,642.88 (including VAT) made since the last orders of payment were RATIFIED.**

- (b) 2014/15 Accounts: The Internal Auditor had completed an audit on 28 May 2015. She had given a clean audit with no comment on Council's practice. **NOTED.**

009/16FAP Any other report which the Chairman deems urgent – NO DECISIONS can be made.
There were no items raised.

The meeting closed at 8.30pm. The next scheduled meeting is Wednesday 22 July 2015