

PARISH COUNCIL OF DENMEAD



MINUTES OF A MEETING OF THE FINANCE, ADMINISTRATION and PERSONNEL COMMITTEE HELD ON WEDNESDAY 21 DECEMBER 2016 IN THE OLD SCHOOL, DENMEAD commencing at 7.30 pm

Members: Cllr I Brown (P) Cllr A Huntington
Cllr P Langford-Smith – Chairman (P) Cllr S Nienaltowski (P)
Cllr M Willoughby (P)

Also present: Tony Daniells, Clerk to the Council.

057/17FAP Apologies: Apologies were received from Cllr Huntington.

058/17FAP Declarations of Interest: There were no declarations of interest at this time.

059/17FAP Minutes of the Previous Meeting: The Minutes of the Meeting held on the 9 November 2016 were submitted for approval. **It was unanimously RESOLVED that the Minutes be accepted as an accurate record and were duly signed by the Chairman.**

060/17FAP Public Participation (SO.1 (c)): There was no requirement for a public session.

061/17FAP Correspondence

- (a) Youth Organisations: WCC were looking to hold an event in February to celebrate the work of volunteers with youth organisations. Organisations that wanted to be part of this were invited to contact WCC with their interest. The Clerk would circulate the details to these groups. **NOTED.**
- (b) Tax Base: Winchester City Council had now provided the tax base for Denmead together with the amount of Council Tax Support Grant. The Clerk had prepared a paper for Council with the Band D precept and some options looking out two years. These would be taken to Council at their meeting on 11 January to agree the budget and Precept. **NOTED.**

062/17FAP Parish Council's Website

There were no matters raised related to the Council's website. The Christmas closing dates would be added to the front page.

063/17FAP Old School

The main kitchen has now been gutted in preparation for a new kitchen being fitted in early January. There were no other matters raised related to the Old School.

064/17FAP Pavilion Wifi

The Clerk now had costings for the provision of friendly wifi at the Pavilion. There were some one off installation costs and an ongoing cost for content filtering by a third party against the Internet Watch Foundation (IWF) list. It was agreed that these costs should be funded by the income from hiring of the Pavilion. The Council's IT provider would be asked if installation could take place between Christmas and the New Year when there were no booking in the Pavilion. Once installed a friendly wifi accreditation would be applied for. The connection of DENSaT equipment to the broadband router would be discontinued and they would be asked to remove their systems from the room in the staff rest area. **It was unanimously RESOLVED to authorise the installation of friendly wifi at the Pavilion with installation costs of up to £1000 taken from hiring income.**

065/17FAP Finance

- (a) Orders for Payment (S.O.19): **It was unanimously RESOLVED that the payments detailed on the Orders for Payment (list 12) should be APPROVED in the sum of £9,855.19 including VAT and the receipts of £6,642.50. Further payments of £10,646.53 (including VAT) made since the last orders of payment were RATIFIED.**
- (b) Accounts: The accounts for November 2016 had been published. **NOTED.**

- i. The Clerk highlighted the balance in the Machinery Maintenance budget. Scheduled servicing of the tractors was still to be added in and together with unforeseen repairs to the tractors this would result in an overspend to the budget. **It was unanimously RESOLVED to accept the overspend and to recover this from any underspend at the end of the current financial year.**
 - ii. New accounts for the deposit of temporary surplus funds with Hodge Bank and Cambridge and Counties Bank had been opened. **NOTED.**
- (c) Bank Statements: The bank statements had been previously circulated. **The statements for the two current accounts were reviewed and the balances as at 30 November were reviewed and AGREED. The statements were signed at the meeting by the Chairman.**

066/17FAP 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 8.30pm. The next scheduled meeting is on Wednesday 1 February 2017