

PARISH COUNCIL OF DENMEAD

MINUTES OF A MEETING OF THE FINANCE, ADMINISTRATION AND PERSONNEL COMMITTEE HELD ON WEDNESDAY 20th DECEMBER 2017 IN THE OLD SCHOOL, DENMEAD COMMENCING AT 7.30 pm

<u>Members</u>	Cllr K Andreoli	(P)	Cllr I Brown	(P)
	Cllr P Langford-Smith (Chairman)	(P)	Cllr K Scholey	(P)
	Cllr M Willoughby	(P)		

Also present: Lydia Merriman and Kelvin Andrews, Deputy Clerks.

068/18FAP **Apologies:** All members were present.

069/18FAP **Declarations of Interest:** There were no declarations of interest made. **Noted.**

070/18FAP **Minutes of the Previous Meeting:** The Minutes of the Meeting held on the 8th November 2017 were submitted for approval. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman.**

071/18FAP **Public Participation:** There was no requirement for a public session.

072/18FAP **Correspondence:** There was no separate correspondence to consider. **Noted.**

073/18FAP **The Old School:** Cllrs Langford-Smith and Andreoli reported on a meeting which had been held with some of the trustees of the Denmead Community Association regarding electrical rectification works, support for the DCA and the current lease held between the Parish Council and the Association. The current lease was a fully insuring and repairing lease and to re-negotiate this lease would require a working party to be set up and details of this were awaited from the Association. **Noted.**

074/18FAP **Donation of Avenue Seat:** Mr and Mrs Phillips had donated a seat to be installed in the play area at the Community Centre and members were happy to record their thanks for this kind gesture. A letter would be sent to Mr and Mrs Phillips. **Noted.**

075/18FAP **Finance:**

(a) Orders for Payment : **It was unanimously RESOLVED that the payments detailed on the Orders for Payment (list 12) should be APPROVED in the sum of £14,426.38 including VAT and the receipts of £2,406.00 are NOTED. Further payments of £7,626.20 (including VAT) made since the last orders of payment were RATIFIED.**

(b) November Accounts: The accounts for November 2017 had been published and were received. **NOTED.**

(c) Bank Statements: The bank statements had been previously circulated. The statements were reviewed and the balances as at 30th November 2017 were agreed. The statements were signed at the meeting by Cllr Langford-Smith. **NOTED.**

(d) Maturing Term Deposit: **It was RESOLVED to reinvest, for a further period of 18 months, the maturing funds, including Interest due, back into Clydesdale Bank – Account Number 00457599 (Play Equipment SAGE CODE 1308)**

(e) Matured Term Deposit: The reinvestment of the matured funds and Interest with Cambridge & Counties - Account Number 15008819 (Burial Ground SAGE CODE 1314) for a further period of 3 years. (Maturity date was 20th December 2017) had taken place. **It was RESOLVED to ratify the decision to reinvest these funds as detailed.**

(f) Matured Term Deposit: The reinvestment of the matured funds and Interest with Hodge Bank - Account Number 10006722 (Provision for future loss of Precept Income when new WOW Parish Council is formed SAGE CODE 1313) for a further period of 1 year had taken place. (Maturity date was 15th December 2017). **It was RESOLVED to ratify the decision to reinvest these funds as detailed.**

(g) Non-Domestic Rates for Pavilion: The Small Business Relief had been allowed for the financial

period 01.04.2017 – 31.03.2018 creating a Budget underspend. (SAGE CODE 5025). **It was RESOLVED to transfer the underspend to SAGE code 3016 at year end.**

(h) Budget 2018/19

- i. The tax base for Denmead from Winchester City Council had been received. **Noted.**
- ii. The amount of the Localised Council Tax Support Grant from Winchester City Council had been received. **Noted.**
- iii. The figure for the Band D Council Tax for Denmead taking into account the above figures had been received. Following consideration of the Budget and Precept figure for 2018/19 in the light of any further information supplied by WCC regarding Localisation of Council Tax Support. **It was RESOLVED to recommend to Full Council**
 - a. **the Budget and**
 - b. **the Precept demand to WCC for 2018/19.**

(i) SLCC Membership: **It was RESOLVED to fund membership of the SLCC for the Deputy Clerk, Lydia Merriman, at a cost of £15 joining fee and £185 annual subscription.**

(j) Staff Training: **It was RESOLVED to approve the costs of CiLCA training for the Deputy Clerk, Lydia Merriman, at a cost of £340 and £250 to register for CiLCA, funded from EMR 3011 Staff Salaries.**

076/18FAP 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 8.39 pm.

The next scheduled meeting of this Committee
will be held in The Old School, School Lane, Denmead
at 7.00 pm on Wednesday 31st January 2018