

# PARISH COUNCIL OF DENMEAD



MINUTES OF A MEETING OF THE FINANCE, ADMINISTRATION and PERSONNEL COMMITTEE HELD ON WEDNESDAY 19<sup>th</sup> DECEMBER 2018 IN THE OLD SCHOOL, DENMEAD commencing at 7.30 pm.

Members: Cllr K Andreoli (P) Cllr I Brown (P)  
Cllr P Langford-Smith (Chairman) (P) Cllr K Scholey  
Cllr A Jones (P)

Also present: Mr. Gareth Davies Clerk to the Council and Mrs Jennie Hanman Financial Officer.

- 061/19FAP** Apologies: apologies were received from Cllr Scholey,
- 062/19FAP** Declarations of Interest: The Chairman and Cllr Brown both declared an interest on page 5 of the orders for Payment.
- 063/19FAP** Minutes of the Previous Meeting: The Minutes of the Meeting held on the 7<sup>th</sup> November 2018 were submitted for approval. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman.**
- 064/19FAP** Public Participation: There was no requirement for a public participation session.
- 065/19FAP** Correspondence:  
No correspondence was received. **NOTED.**
- 066/19FAP** Old School Lease:  
The Chairman stated that a meeting with the DCA had taken place. The Chairman put forward her thoughts that all DPC facilities that were used by the village for charitable purposes should be charged similarly, to ensure fairness and transparency, although this had yet to be put to Council for consideration. The DCA were informed of the new grants fund available from HCC for community projects. She continued that a draft model lease is to be drawn up with the intention that all lessees were on the same contractual basis. She continued that the leases would be fair and equitable to all, however, exceptionally, some leases may need extra clauses to meet the individual needs of the facility users. The draft lease would then be presented to Full Council for consideration before Councils Solicitor input and subsequent presentation to Full Council for consideration and agreement. **NOTED.**
- 067/19FAP** Target Hardening Traveller Incursions  
The Clerk reported that he had met with the company who installs the bollards and had viewed the vulnerable areas with the Head Groundsman. A quote had been received for £3879 plus VAT for the work to be completed. The Chairman stated that the funds had already been identified at full Council and that it is essential that the work should take place with the intention of reclaiming the funds with a grant from HCC. **The Clerk is to commission the work as soon as is practicably possible and to continue with the application with the grant from HCC.**
- 068/19FAP** 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 £11,944.30 including VAT and the receipts of £1,765.30 are NOTED. Further payments of £30,775.05 (including VAT) made since the last orders of payment were RATIFIED .**
- (b) Accounts:  
Bank Statements: The bank statements had been previously circulated. The statements were reviewed and the balances as at 30<sup>th</sup> November 2018 were agreed. The statements were signed at the meeting by Cllr Langford-Smith. **NOTED.**

Lloyds Bank Account Number 23336468 Balance as at 30<sup>th</sup> November 2018 = £337,257.22  
The Co-operative Bank Account Number 65807918 Balance as at 30<sup>th</sup> November 2018 =  
£35,953.58

**The statements and reconciliations were duly signed by the Chairman.**

**069/FAP**

**2019/20 Budget**

The Chairman outlined the proposal for the 2018/19 Budget prior to confirming the prior to confirming the Final Budget and precept. **It was unanimously RESOLVED that the 2019/20 Budget is recommended to Full Council on the 9<sup>th</sup> January 2019. With two issues to be considered and determined for inclusion in same.**

**Meeting closed at 9.15pm**

**Next Meeting, Finance Administration & Personnel Committee – 30<sup>th</sup> January 2018**