

## FORDINGBRIDGE TOWN COUNCIL

### **Minutes of the Finance & Policy Committee held on Wednesday 26<sup>th</sup> October 2016 at 7.55pm in the Town Hall (Minutes subject to approval at the next meeting of the Committee)**

**Present:** Cllr Connolly Chairman  
Cllrs Adams, Anstey, Price, Hale, Paton, Earth, Fulford, Wilson, & Lewendon

**In attendance:** Mrs H Richards, Town Clerk  
Mrs M Coatham, Finance Officer

#### **1. To receive any apologies for absence**

Apologies were received from Cllr Bailey

#### **2. To receive any Declarations of Interest**

Cllr Adams declared an interest in Agenda item 5, Monies Collected & Payment of Accounts as a supplier to the Council – but remained in the meeting.

#### **3. To confirm the minutes of the meeting held on 28<sup>th</sup> September 2016 and report any matters arising**

Cllr Lewendon proposed and it was seconded by Cllr Hale and therefore **RESOLVED**: that the minutes of the meeting held on the 28<sup>th</sup> September 2016 be signed as a true record. All in favour.

#### Matters Arising

There were no matters arising.

#### **4. To receive any matters raised by Members Of the Public**

No members of the public present.

#### **5. To receive details of Monies Collected & Payment of Accounts**

The Finance Officer (RFO) summarised the accounts for October advising that the 50% Block booking fee had been received from the Rugby Club and while income from Football Club hire was higher a block booking had not been agreed.

The RFO advised that the Car Park & fencing/gate works had been completed and an invoice received. Cllr Anstey advised that gate stops should be provided on the new metal kissing gate in order to prevent trapped fingers. Section 106 had not been released by New Forest DC (NFDC) for the car park works and further qualification was required (by NFDC). Other items of expenditure from the accounts noted by members included:

- Boiler Repairs and service (Pavilion)
- IT cost – one off charge to overcome problem following software upgrade
- Planned expenditure for services to be progressed – Town Hall Roof & Memorial Bungalow
  
- The Clerk reported that following the resignation of the cover post-holder at the Information Office, staff costs will be reduced until recruitment to fill this vacancy – Clerk to prepare staffing report for Staff & Remuneration Committee.

The RFO advised that authorisation had been given to the Christmas Lights contractor (STN) to purchase replacement LED lamps (£487.50) – these had previously been purchased by the Rotary Club approximately 5 years ago and stocks have now run out.

Budgets - The RFO outlined the budgets & advised that balances would be adjusted following cost of works to the Town Hall Roof, purchase of a new Council vehicle and receipt of S106 monies.

**6. To consider the following grant applications**

- New Forest Disability Information Service

Members discussed the application, some members having had experience of the service and agreed it was a worthwhile and needed service.

Cllr Paton proposed and it was seconded by Cllr Fulford and therefore **RESOLVED**: that a grant of **£150.00** be awarded to the New Forest Disability Information Service.

All in favour

**7. To approve changes/amendments to Financial Regulations**

Following the discussion of the amendments to the council's Financial Regulations at the Finance & Policy meeting on the 28<sup>th</sup> September 2016, the RFO confirmed that the further amendments had been made to the document (distributed to Members).

Cllr Anstey proposed and it was seconded by Cllr Adams and therefore **RESOLVED**: that the Financial Regulations as amended be approved.

All in favour.

**8. To agree the budget for the purchase of a replacement vehicle.**

The RFO advised that it was proving difficult to source a replacement vehicle to replace the Tata Pick Up. The existing vehicle had broken down recently and while it is still being used, it is not reliable. Vehicles available locally proved to be not suitable and concern was raised over purchasing a vehicle from a distance.

Members suggested that an AA Inspection could be undertaken prior to any purchase which would give peace of mind. The RFO and Clerk requested that a budget is agreed for the purchase to enable immediate action if a suitable vehicle is found.

Cllr Lewendon proposed and it was seconded by Cllr Fulford and therefore **RESOLVED**: a budget of up to **£6500.00** (+VAT) for a replacement vehicle plus the cost of an AA Inspection.

All in favour

**9. To discuss the Local Government Finance Settlement Consultation**

The RFO reported on the draft response prepared (distributed to Members) and the further letter received from Hampshire Association of Local Councils (HALC) in response to the consultation.

Cllr Lewendon proposed and it was seconded by Cllr Fulford and therefore **RESOLVED**: that the response to the consultation prepared by the Finance Officer be sent on behalf of the Council.

All in favour

**10. To receive any Finance & Policy matters referred from sub-committees.**

No matters referred from sub-committees.

**11. To note any items of correspondence**

The Clerk reported on the Locality consultation (Hampshire County Council) which had included workshops for Parish and Town councils. It was generally agreed that sufficient information had not been received regarding the plans and options for Hampshire to enable the council to form a response. Town Clerk to respond to this effect.

BT Phone box removal – details of a BT consultation had been received from New Forest DC regarding the proposed removal of identified payphones in the District. Members agreed that the Clerk should respond, objecting to the removal of the payphone located at the entrance to Roundhills Car Park as this is used by people calling for taxis etc.

**12. To receive a report from the Clerk or any other relevant business**

The Clerk had nothing further to report.

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**11. To note the date of the next meeting as Wednesday 30<sup>th</sup> November 2016 (budget meeting).**

The meeting closed at 8.50pm