

## **FORDINGBRIDGE TOWN COUNCIL**

**Minutes of the Finance & Policy Committee held on Wednesday 24<sup>th</sup> June 2020 at 7.30pm**  
held remotely using appropriate technology in accordance with The Local Authorities and Police and Crimes Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 4th April 2020

**(Minutes subject to approval at the next meeting of the Committee)**

**Present:** Cllr Adams – Chair;

Cllrs Anstey, Earth, Goldsmith, Hale, Jackson, Lewendon, Mouland, Paton, Perkins, White & Wilson

**In attendance:** Mr P Goddard, Town Clerk  
Mrs M Coatham, Finance Officer (RFO)  
A representative from the Salisbury Journal

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

No apologies received

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

The following declarations of interest were made:

Cllr Adams declared a pecuniary interest in item no. 7 Monies Collected and Payment of Accounts as a supplier to the Council and would remain in the room but not speak or vote.

### **3. To confirm the minutes of the meeting held on 27<sup>th</sup> May 2020 and report any matters arising**

Cllr Hale proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: that the minutes of the meeting held on the 27<sup>th</sup> May 2020 be signed as a true record. All in favour.

Matters arising:

Agenda point 5 – The Clerk advised that he had chased the solicitor for an update on the Almshouses

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

No matters raised.

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

The RFO provided her report for June and asked whether Cllrs had any questions. No questions were raised. The Statement of Payments and Report were approved by all members present.

### **6. To consider grant applications under Section 137**

- Citizens Advice New Forest

The RFO advised that Citizens Advice New Forest has applied for a £700 grant, Cllr Earth asked what grant the Council had provided in the previous year and the RFO advised that a £300 grant had been given in the previous year. Cllr Earth proposed and it was seconded by Cllr Goldsmith that the Town Council should provide a £300 grant. Cllr Jackson suggested and Cllr Paton agreed that given the current circumstances it was likely a lot of people would be turning to Citizens Advice New Forest for assistance. Cllr Jackson proposed and it was seconded by Cllr Paton to award a grant of £700 to Citizens Advice New Forest. Cllrs considered this resolution and **RESOLVED**: to award a grant of £700 to Citizens Advice New Forest (9 in favour and 2 against).

- Hope for Tomorrow

Cllr Adams noted that the grant request was for £680 and advised that a grant of £600 was awarded last year by the Council. Cllr Wilson proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: to award a grant of £680 to Hope for Tomorrow. All in favour.

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

[Cllr Anstey joined the meeting]

- Amenities 18<sup>th</sup> March 2020 – To agree the installation of a water bottle refill station

The RFO advised that whilst a decision had been made at the Amenities Committee because the expenditure was out of budget it needed to be considered by the Finance & Policy Committee. The

RFO advised that the cost was £189 for twelve months with an additional three months free and an annual service cost of £175. Cllr Adams thought any commitment to ongoing future costs should be considered by the Finance & Policy Committee. Cllr Paton proposed and it was seconded by Cllr Hale and therefore RESOLVED: to agree the installation of a water bottle refill station. All in favour.

- Amenities 18<sup>th</sup> March 2020 – To consider funding new lighting for the skate park

The Clerk advised that a quote had been obtained in November for £12,344 plus VAT, that there had been a £1,000 donation from the Alderholt Co-Operative and £900 donated to a Just Giving page and it could be funded using CIL monies. Cllr Paton proposed and it was seconded by Cllr Moulard and therefore RESOLVED: to fund new lighting for the skate park. All in favour.

#### **8. To approve the revised fees and charges for 2020/21**

The RFO set out the proposed hire and burial charges from April 2020 which Cllrs considered. Cllrs agreed that the reference to a cricket hire charge should be removed and that the tariff sheet should make it clear that the Recreation Ground is not available for general camping use but the Council would consider specific applications, such as the Whippet Club camping event, on their merits. Cllr White proposed and it was seconded by Cllr Paton and therefore RESOLVED: to approve the revised fees and charges for 2020/21. All in favour.

#### **9. To discuss alternative arrangements for Playscheme 2020**

As the Playscheme was not going ahead this year, the RFO had been in discussion with the organiser of Turn Up for Fun to run some additional TUFF sessions as an alternative to the Playscheme (subject to Government guidance). If these went ahead some consideration should be given to the best location for the sessions. The RFO suggested, and it was agreed, that she continue her dialogue with the organiser regarding the best location and how to safely put on the sessions particularly considering COVID 19 restrictions. Cllr Adams suggested that the organiser of TUFF might be interested in assisting with the Playscheme in future years.

#### **10. To receive a report on building matters:**

The Clerk had circulated a quote from AKS Ward for £1,250 plus VAT to provide the structural engineering input required for the Building Regulations application for the refurbishment of the changing rooms at the recreation ground. The quote was at a discounted rate and had been reviewed by the Council's Buildings Manager who felt it was competitive. AKS Ward are the incumbent engineer for the project having been selected by the Council for the original building inspection as part of a competitive quote process. Cllrs considered whether it was necessary to suspend Standing Orders but it was considered unnecessary as the quote was for the provision of specialist services. Cllr Hale proposed and it was seconded by Cllr Paton and therefore RESOLVED: to approve the structural engineers' (AKS Ward) quote for the changing room refurbishment.

#### **11. Neighbourhood Plan – to agree budget, grants and expenditure**

Cllr Jackson advised that the RFO had provided a breakdown of the expenditure (which would be part funded by the available grant) that he thought would be needed for the Neighbourhood Plan. Cllrs had no questions regarding the schedule of costs. Cllr Jackson proposed and it was seconded by Cllr Moulard and therefore RESOLVED: to agree the budget, grants and expenditure for the Neighbourhood Plan. All in favour.

#### **12. To approve the following policies:**

- CIL Policy (including proposals for expenditure)

Cllrs discussed the proposal for CIL expenditure. Cllrs also discussed the narrative of the body of the policy, what CIL funds could be utilised for and whether this included the operation and maintenance of existing infrastructure. The RFO suggested a separate meeting for Cllrs to consider how to utilise the CIL funds. Cllrs had already suggested utilising an element of the CIL funds to part fund the Pavilion refurbishment and the skate park lights. Cllr Jackson noted that the Council's proposals should not just be considered in the context of existing CIL funds but should also consider the future CIL funds the Council was likely to receive. Cllrs discussed various infrastructure projects which could be funded by CIL funds.

**Action: Clerk to arrange a meeting to discuss proposals for CIL expenditure**

- Consultation Policy

Cllr Adams considered the policy to be a good, thorough document which covered all aspects that should be considered as part of a consultation process. Cllrs discussed the role of members. Cllr Jackson agreed that it was a very good document and believed that it set the Council on the path that it needed to be on. Cllr Adams suggested that the wording of the policy should be slightly amended so that it was reviewed by no later than 2024 to allow the opportunity to review the policy earlier if deemed necessary. The RFO noted that changes in legislation and revised policy guidance was received from NALC/HALC, indicating when policies required review. It was suggested that in the absence of any such changes it is not necessary to review all policies annually. Cllr Anstey noted that the proposed four year review for policies would tie in with local council elections which would give any new Cllrs the opportunity to review and comment on existing policies and to remind existing Cllrs of their content. Cllr Adams proposed and it was seconded by Cllr Lewendon and therefore RESOLVED: to approve the Consultation Policy. All in favour.

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

Cllrs noted the correspondence regarding the banners to promote the continued support of local business as restrictions are lifted. Cllr Paton proposed and it was seconded by Cllr Goldsmith and therefore RESOLVED: to fund the £116 cost to produce the banners. All in favour.

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

Cllr Wilson noted that at Augustus Park all open spaces have a commuted sum attached to them with the exception of the allotments (which have been offered to the Town Council). Cllrs discussed the possibility of renegotiating s106 agreements.

**Action: Clerk to raise with the NFDC the option to renegotiate s106 agreements and review commuted sums.**

**15. To note the date of the next meeting as 29<sup>th</sup> July 2020**

The meeting closed at 8:21 pm