

**FORDINGBRIDGE TOWN COUNCIL**

**Minutes of the Finance & Policy Committee held on Wednesday 27<sup>th</sup> March 2024 at 7:30pm  
(Minutes subject to approval at the next meeting of the Committee)**

**Present:** Cllrs Anstey, Hinton, Howard, Lewendon, Millar (Chair), Shering and White

**In attendance:** Paul Goddard, Town Clerk  
Martine Coatham, RFO

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

Apologies received from Cllrs Bailey, Cameron, Paton, Perkins and Wilson

**2. To receive any Declarations of Interest – none**

**3. To confirm the minutes of the meeting held on 28<sup>th</sup> February 2024 and report any matters arising**

Cllr Hinton proposed and it was seconded by Cllr Howard and therefore **RESOLVED**: that the minutes of the meeting held on the 28<sup>th</sup> February 2024 be signed as a true record. All those that attended in favour. **Matters Arising** – the RFO noted that Cllr Bailey has been reviewing the asset register in line with the asset verification procedure and that the grant recently allocated to Avonway for the provision of Friends on Friday is being reviewed as the service has currently been placed on hold due to staffing issues.

**4. To receive any matters raised by Members of the Public – none raised**

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

The monthly reports had been circulated – the RFO noted that the year end position will be an underspend, the final figures will be known once all invoice for March have been received. There are many reasons within the budget allocations for this underspend – works on the town hall have not commenced, tree works have yet to be completed and works at the recreation ground are awaiting arrival of the fencing. Once the final invoices have been received the underspend will be transferred to the general reserves and some CIL funding will also be transferred to the reserve as some in-year spending has been covered by CIL funds. The RFO also reported that Smiths of Derby were due to attend after Easter to review the automatic clock winder as the clock was currently not working – payment will be withheld until the issue is resolved.

Cllr Lewendon proposed and it was seconded by Cllr White and therefore **RESOLVED**: to approve the schedule of payments of account and that the amounts collected are correct. All in favour.

**6. To consider grant applications under Section 137/CIL**

• **Fordingbridge Museum**

Members considered the application from the Museum towards the installation of an internal CCTV system. Cllr Hinton proposed and it was seconded by Cllr White and therefore **RESOLVED**: to pay a grant of £400 towards the Museum towards the installation of CCTV. All in favour.

• **Sandleheath Sea Scouts**

Members considered the application from Sandleheath Sea Scouts towards a replacement tent. Cllr Anstey proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: to pay a grant of £500 towards the Sandleheath Sea Scouts. All in favour.

**7. To receive any Finance & Policy matters referred from sub-committees – nil this month**

**8. To receive an update on building matters**

As well as the clock-winder issue, the Clerk noted that Barclay Phillips had yet to confirmed costs for the next RIBA stages – these had been chased and should be available shortly after Easter.

Discussion took place regarding the ongoing vandalism/damage to the kiosk toilets – on a regular basis they are being “trashed” by different individuals. No resolution was agreed at the current time but will be monitored.

**9. To consider the request from Westacres Residents Association for a contribution towards grass cutting**

It was noted that the Council normally fund the group £250 per annum as this work is on Council owned land, the request was not made in 2023 and so the association are requesting payment for 2023 and 2024 (£500). Cllr Millar proposed and it was seconded by Cllr White and therefore RESOLVED: to pay a contribution of £500 towards the grass cutting. All in favour.

**10. To consider replacement quotes for the photocopier (end of lease term)**

The existing copier lease is about to end and the Clerk had obtained comparison quotes for members to consider. Cllr White proposed and it was seconded by Cllr Millar and therefore RESOLVED: to accept the quote from AIM for a five year lease. All in favour.

**11. To re-consider the allocation of the £15,000 UKSPF Grant**

Members met with NFDC on Monday 25<sup>th</sup> to review the UKSPF Grant and it was proposed that the funding should be allocated to a discrete project rather than part of a larger scheme. Cllr White proposed and it was seconded by Cllr Lewendon and therefore RESOLVED: to accept re-allocate the grant to a piece of play equipment. All in favour.

**12. To review the following policies and registers**

- GDPR Policy and Privacy Notice
- Code of Conduct

Cllrs discussed the GDPR policy and privacy notices – no changes were required. Cllr Millar proposed and it was seconded by Cllr Shering and therefore RESOLVED: to approve the GDPR policy and notices. All in favour.

Members discussed the updated Code of Conduct – the revised document had been produced using the Local Government Associations’ recommendations. It was noted that Appendix C was not applicable to Town Councils. Cllr Hinton proposed and it was seconded by Cllr White and therefore RESOLVED: to approve the Code of Conduct minus Appendix C. All in favour.

**13. To note any items of correspondence – none**

**14. To receive a report from the Clerk and any other relevant business** – discussion took place about a Spring Clean in the town and provision in the summer for children. The Clerk to progress.

**15. To note the date of the next meeting as 24<sup>th</sup> April 2024**

The meeting ended at 8.45pm