

IVER PARISH COUNCIL

A meeting of the **POLICY FINANCE AND GENERAL PURPOSES COMMITTEE** was held on **WEDNESDAY 22nd APRIL 2009**, commencing at 8 pm at **Iver Village Hall (Coppins Room)**

MINUTES

Present:- Mr Wilson (chaired the meeting), Mrs Watkins, Mr Oxley (arrived 8.30 pm), Mrs Vigor-Hedderly, Mr Lidgate (arrived 8.30 pm), Mrs Lidgate, Mrs Mowat, Mr Gidar

In Attendance:- Mrs Collins (Clerk)

96. Apologies for absence were received from: Mr Adlam, Mr Bradford.

97. Disclosure of interest in items on the agenda. There were none.

98. Resolved to sign the **Minutes** of the meeting held on 11th February 2009.

Clerk's Report. (a) The clerk reported delays in opening the new bank accounts with LloydsTSB and HSBC owing to trying to get all documents and signatures from Councillors. The HSBC account is open but needs signature again from Mr Bradford as they would not accept his signature over the tippex used to cover the mistakes made by another councilor. Lloyds documentation is at the bank awaiting opening of the account.

Mr Lidgate and Mr Oxley arrived at the meeting.

(b) Insurances will be reviewed this year prior to renewal on 1st June – the clerk reported that she would obtain a quote from Norwich Union who have recently entered the Local Council market.

99. FINANCE

(a) **Budget Monitoring** – the Committee reviewed the budget for 08/09 to 31st March 2009 (although the Clerk reported that the figures were not completely finalised) and resolved to receive and note the budget figures and to note that despite the office move the Council would probably be within budget. Noted that there is an overspend on salaries and the Clerk explained that this is because the budget was set when the deputy clerk was in post and yet for most of this financial year the Council had employed assistants covering more hours than previously and it also includes the salary of the highways worker, for which money comes back in as income. Resolved that an HR meeting should be held once the new Council year begins and the new committees formed and that 2 HR meetings a year should be held in future. The figures for 2009/10 budget were noted. The final figures would be ready for the internal auditor who would be attending the office on 29th April to conduct the internal audit. Resolved that Mr Gidar and Mr Clark would try to meet up with the internal auditor towards the end of his day in the office.

(b) **Bank Statements** – resolved to receive reconciliations and the chairman signed them

(d) **Bank Accounts** – resolved to put the Council's money within the 5 deposit accounts available and to ensure that no more than £50,000 was in each one. Noted that half the precept has now been received. Resolved that Mr Gidar would speak to the internal auditor about other places that it might be possible to put money within the regulations eg bonds, building societies.

(e) **Office Move** – figures so far were tabled and are appended to these minutes. Committee resolved to receive and accept them. It was noted that the table for the meeting room has not yet been purchased because of the varying opinions as to the type and size of table(s) that would be preferred. Clerk was asked to source quotes for 3 options as follows: 2 moveable tables, one solid table, one table with inserts to extend it.

100. SECTION 137 – approval required under S137 of the Local Government Act 1972

a. **Open Spaces Society** – resolved to give £50 donation.

TRAINING and ADMINISTRATION

101. 107 High Street – the clerk reported that the owners have not entered into a new licence agreement.

102. 105 High Street – the clerk reported that the owners have not entered into a new licence agreement and the solicitors had advised that no information regarding such could be lodged against the property at the land registry. Resolved that the solicitors should now give one week's notice that if no licence is signed by either 105 or 107 High Street then a bollard would be placed so as to prevent access/egress from the site onto the Parish Council owned roadway and if that bollard should be moved or damaged then an RSJ would be placed across the roadway in front of the gate.

103. Biodiversity in Your Parish – information evening June 11th at Farnham Common Village Hall by BCC Countryside Initiatives Team – Noted.

104. Stepping Stones Conference NALC – 22nd April 2009. Resolved to note that the Clerk and the youth worker attended this to provide workshops throughout the day on the benefits of Parish Councils employing

youth workers. The clerk reported that she had enjoyed the morning of the conference free of charge because she was speaking and that her costs would be re-imbursed by NALC. The workshops had been very well received and NALC may well ask them to repeat the information at their National Conference.

POLICY

- 105. Youth Work** – Sally Vigurs – report was received and noted. It was agreed that some succession planning needed to take place in the future and that the Council was very pleased with the work that she was doing.
- 106. Climate Planning** – resolved to receive and note the report from Green Conference attended by the Clerk and Mrs Gibson. Resolved to make a policy decision about the Council’s offices as a commitment to climate planning, energy saving etc. The parish council staff should switch off everything possible when leaving the office. It was noted that the boiler is already energy saving as are the lights.
- 107. Car Park at Iver Recreation Ground** – spaces as laid out (including a footpath at the back) do not conform to regulations. However, changing this would lose 6 car parking spaces as well as the footpath. Resolved to leave it as it is.
- 108. Sales Board for Saxon Court** – resolved to approve leaving this up for a further year provided that they give assistance with RSJ mentioned in item 102 above if necessary and also that they resolve the issue with the height barrier and the waste collection service – perhaps by installing a different type of height barrier.
- 109. BMX track – re-design at Iver Recreation Ground.** Resolved that the clerk should apply for planning permission for this if it is required. Noted that the Amenities committee had already resolved to support the project and that Mr Lane is securing funding with the assistance of South Bucks District Council and Sally Vigurs.

PROJECTS

- 110. Hanging Baskets** – (a) Resolved to approve Window Flowers as the contractor – cost £4,935 net this year. Noted that the company has promised some white/yellow and lighter coloured flowers this year.

Next meeting 1st July 2009

Meeting closed at 9.20 pm

Signed (Chairman)

Date