

FOUR MARKS PARISH COUNCIL

**Meeting of the Finance & General Purposes Committee
Held on Wednesday 4th March 2015, commencing at 8.45pm
At the Benian's Pavilion, Four Marks**

Members Present: Cllr J Foster (Chair) Cllrs S Sensier and A Tomlinson
Attending: S Goudie (Clerk)
Apologies: None

OPEN SESSION

The Clerk gave a brief update on information received at the HALC Conference earlier that day and confirmed she would present a detailed report at the Full Council meeting.

One area of particular concern was the changes to Pension arrangements, and that auto enrolling is now coming into effect for the smaller businesses. The Clerk raised her concerns over the deficiencies that are due to be paid on previous employee payments, and that the LGPS, although carries no risk is expensive and is likely to have long term financial commitments to the Parish Council even when the employee has left. The Clerk agreed to confirm whether the Parish Council are still members of this scheme, so may already comply with auto enrolment, but it was agreed to bring this issue to Full Council as to whether the Parish Council will support membership to the Hampshire LGPS and any ongoing financial commitment, or wish to outsource to a cheaper provider which may carry more risk.

The Open Session concluded at 8.55pm, Standing Orders were applied.

15.08 FGP APOLOGIES FOR ABSENCE

There were no apologies for absence.

15.09 FGP MINUTES OF THE LAST MEETING

- The minutes of the Finance & General Purposes Committee held on Wednesday 7th January 2015 were proposed as accurate by Cllr Tomlinson, seconded by Cllr Foster, and signed by the Chairman.
- There were no matters arising.

15.10 FGP ASSETS REGISTER

It was agreed to embellish the descriptions, and amend other details to reflect the changes over the past year, and add details of all Open Space owned by the Parish Council onto the Asset schedule and take photographs when and about in the village of owned property. Councillors agreed to assist the Clerk where possible, and forward any photographs to the Clerk. It was agreed that, as far as possible, this should be done ready for the Internal Audit on 23rd April 2015.

15.11 FGP PROTOCOL FOR PUBLIC AND PRESS REPORTING AT COUNCIL MEETINGS

It was agreed to complete the draft protocol, provided by NALC, ready for adoption at Full Council and to propose amending Standing Order 3(I) to comply with the new Transparency Code.

15.12 FGP ELECTRONIC DELIVERY OF SUMMONSES FOR MEETINGS

The proposed document for Councillor's to sign to agree to electronic delivery of meeting documents would be prepared ready for all new Councillors to sign upon

Declaration of Acceptance of Office in May 2015, following the election of the new Council.

15.13 FGP CEMETERY REGULATIONS

It was agreed to add to the Cemetery Table of Fees to include charges for administration procedures, for example transfer of rights and various searches. It was suggested, and agreed, that £25 would be an appropriate figure.

The Clerk confirmed that although the regulations were satisfactory, amendments should be made to comply with new legislations and confirmed that this was not urgent and would be done some time following the election.

15.14 FGP BENIAN'S SPORTS CLUBS FEES

Following discussion it was proposed and agreed to charge Tichborne Cricket Club a fee of £25 per day, £200 for the season. Concern was expressed as to the amount of time the Archers have the facilities booked and it was agreed to advise them that we are keen to encourage more sporting activities at the Recreation Ground and that they need to be a little more flexible following a rather disconcerting letter from their Chairman. It was agreed not to increase fees this year, however if their percentage of usage stays, we would increase their fees in line with the Cricket and Football Club from 2016.

15.15 FGP DATE OF NEXT MEETING

Wednesday 6th May 2015, if required

15.16 FGP Meeting closed 9.45pm

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Chairman