

FOUR MARKS PARISH COUNCIL

Meeting of the Finance & General Purposes Committee Held on Wednesday 29th March 2017, commencing at 7.30pm Four Marks Village Hall

Members Present: Cllr Janet Foster (Chair), Cllrs John Davis, Simon Thomas and Anne Tomlinson
Attending: S Goudie (Clerk)
Apologies: None

17.09 FGP OPEN SESSION

Cllr Thomas, with reference to Alton Sports Centre, advised the Committee that the contract with the new management company starts on 1st April, and they will be involved in the proposed new sports facility. As one of the outlying villages who have provided a significant amount of developer's contributions to our own detriment to this project, he is concerned that local villages are not being consulted appropriately on the project. The following questions need to be asked:

1. What is the proposed financial strategy?
2. There needs to be a wider consultation, as the decisions appear to be being made behind closed doors.
3. There appears to be confusion about the amount of swimming lanes proposed, no replacement squash courts, unconfirmed detail that needs consultation.

It was agreed that the Parish Council need to request to be involved in the consultation process, and maybe this should be one of the questions that needs to be raised at the APM.

Cllr Davis questioned the correct spelling of 'Benian' or 'Benians', it was agreed the clerk would check and the correct spelling should be used.

There being no further items to raise under the Open Session, the meeting commenced at 7.45pm. Standing Orders were applied.

17.10 FGP APOLOGIES FOR ABSENCE

There were no apologies for absence. Cllr Thomas was welcomed back after his recent operation.

17.11 FGP DECLARATIONS ON INTEREST

There were no declarations of interest.

17.12 FGP MINUTES OF THE LAST MEETING

- The minutes of the Finance & General Purposes Committee held on Wednesday 11th January 2017 were, following a grammar correction, proposed as accurate by Cllr Thomas, seconded by Cllr Tomlinson, and were duly signed by the Chairman.
- Matters arising:
 - No progress on new bank accounts, the clerk would make this a priority for April.
 - Cllr Thomas queried whether the football club were aware of the support of the Parish Council, the Clerk confirmed that they had been advised.

17.13 FGP NEW POLICY DOCUMENTS FOR APPROVAL

Following circulation of the draft documents as below for discussion, the Committee recommended, after some small amendments, approval at Full Council for:

- Health & Safety Policy.
- Training and Development policy.

- Employers' Discretionary Policy. This was a blank template, however formal responses to each category were agreed upon the Clerk's advice using similar documentation for comparison.

17.14 FGP BENIANS COMMITTEE FORMAL AGREEMENT FOR USE

- The proposed legal Agreement between the Parish Council and Benians Committee was circulated prior to the meeting for comment. It was agreed that the word Committee should be replaced by Association to avoid any future confusion with committees, clubs and associate clubs. A further few small amendments were made and agreed to circulate to the Benians Committee members for comment prior to seeking legal confirmation.
- The proposed new association rules for each member club to sign were also circulated for comment, following small amendments, these too were approved. The Clerk would also send these to the committee members for comment.
- Pitch Fees. It was agreed that as the Pavilion was now to become a separate entity, the fees for pitch use would be calculated separately and invoiced by the Parish Council with an appropriate fee for usage.
Football pitch; £400 per annum (Four Marks Football Club)
Training pitch fees; (Manor Colts); £100 per annum (no pavilion use)
Cricket pitch; for cricket hire £35 per match or £300 for the whole season (includes pavilion usage) [£30 per match; £250 for the season without pavilion usage]
Cricket pitch, for archery, £600 per annum based on usage of at least one day a week
Recreation Ground hire for fetes, fairs, corporate or social events £25 for half the area, £50 for the whole ground, per event.

17.15 FGP COMMUNITY BUILDINGS PROJECT WORKING PARTY

A proposed terms of reference and working party specification document was circulated prior to the meeting. Cllr Davis raised concern that it was too professional, but other members agreed that it needed to be worded as such, as this was to be one of the biggest projects the Council were likely to oversee, and it was agreed to send it to the working party for comment, and request that they set up the next meeting to discuss the document and the next steps.

17.16 FGP MAINTENANCE CONTRACTS

The clerk confirmed that both the Open Space contractor's contract and the bin waste removal contract with the landscape group (now Idverde UK) had been renewed for the coming year. However the council was currently without any general maintenance contractor. The Clerk was currently preparing a job specification for an employed operative rather than a sub-contract, which would be discussed at the Open Space Committee meeting the following week.

17.17 FGP GENERAL RESERVES AND PRECEPT QUERIES

- Following a request for clarification, further analysis of the reserves are to be included within the monthly analysis of bank balances.
It was also discussed that our unallocated (ie available) reserves were below the recommended amount of 6 months (50%) of the annual precept. It was agreed that this would be reviewed when next year's budget is considered, with a view to building the reserves up to this level.
- Although the Parish Council had not directly received any queries over the precept increase there had been a trail of messages on social media of people's concern over the percentage increase. Cllr Thomas had prepared a series of slides to illustrate how the council tax is allocated and giving a clearer description and amounts so that a greater understanding of what the percentage was in a monetary figure, and how Four Marks compares with parishes of a similar size. It was agreed that the Clerk should present this detail in brief at the Annual

Parish Meeting under her Finance report. Cllr Thomas was thanked for the time spent preparing this detailed information.

17.18 FGP NEXT MEETING

Wednesday 26th July 2017, 7.30pm, venue to be confirmed.

17.19 FGP The Chairman closed the meeting at 9.25pm.

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Chairman