

Finance & General Purposes Committee Minutes

Thursday 21th February 2019

Present: Chair, Cllr Appleby (PA), Cllr Langford, Cllr Moffat, Cllr Leigh

In Attendance: M Leadbitter-Allen (Clerk).

Absent: Cllr S Andrews, Cllr R Stoodley

ACTION

1. Apologies and Declarations of Public Interest

Cllr Riley, Cllr Legat. In the absence of Cllr Riley Cllr Appleby took the Chair.

There were no declarations of Public Interest.

2. To approve the minutes of the meeting of 19th January and consider any matters arising.

The minutes were agreed as a correct record. The chairman Cllr Appleby signed the minutes.

Matters Arising

IA Walnut Tree

Item was discussed. Cllr Langford approached New Alresford TC for a metal fence surround for the tree – but this is no longer available. It was agreed to have an English Walnut tree.

Action: Cllr Langford to purchase tree with a maximum budget of £200 as recommended by Cllr Riley.

CL

Update on GDPR Email Disclaimer

Clerk Mrs Leadbitter-Allen has created and sent all signatures and disclaimers to IVPC councillors as agreed at FCM 7th February 2019

Clerk update on Contract Employment and Automatic Pension Enrolment

- i. Mrs Leadbitter-Allen returned drafted copy of contract to Cllr Appleby for review
- ii. Clerk Mrs Leadbitter-Allen has re-joined NEST as her preferred pension provider. She has set up IVPC NEST employer account and declared this to The Pension Regulator.

Old School Field Car Parking

Cllr Appleby said that Cllr Riley was still awaiting response from the Chairman of the McPherson Trust.

Action – Clerk to follow-up again

Unity Bank Signatories

Clerk updated the committee with the status of Cllr Riley and the clerk's internet banking authorities. The committee would like clerk Mrs Leadbitter-Allen to have the ability to authorise payments as well.

Action: Clerk to check with Cllr Riley for her thoughts

Play Equipment for Couch Green

As discussed at the FCM, the committee agreed with a £5K maximum budget

Action: Cllr Riley to continue working on this

YR

Football Club Requirements

Cllr Riley has set up at meeting for after the half term break.

CiL Bid – as discussed at FCM

Cllr Riley has submitted a bid to SNDP CiL to cover IVPC portion of cost of topographical survey at the Couch Green site

Website

- i. Clerk, Mrs Leadbitter-Allen updated members that had approached HALC and confirmed that she must include clerk's address on website.
- ii. Also, after speaking with Amy Taylor, Policy Officer at HALC it appears that there is not any funding in place to assist councils on complying with the new

'Accessibility Regulations 2018'.

- iii. Members would like clerk to have access and do more on the website

3. Risk Register

The risk register was reviewed, and all members present were happy that it did not require amendments.

Action: Cllr Riley to forward to applicable councillors for review and signatures

Action: Clerk to add to next FCM agenda

4. idVerde Community Grant Funding – submission possibilities

There was no discussion on this item. Decision to be referred to next FCM if time allows. If not decision to be made by Cllr Riley after email consultation with other F&GP members.

5. Unity Trust Credit Card

All members agreed that clerk Mrs Michelle Leadbitter-Allen should have a credit card for parish council use.

6. Bills to Pay

Clerk Mrs Leadbitter circulated Bills to Pay document and copies of invoices. Cllrs Appleby and Moffat approved the payments.

7. Any Other Business

F&GP Committee Annual Workplan

- i. Change the following to green on the workplan: (as complete)

Review & Update Risk Register

Clerk to submit Revised Contract and complete pension set-up

- ii. Numbers 43-46 will need to be reviewed at next FCM

Action: Clerk to note above as agenda item

Number 46: Clerk updated members on numbers of Boomtown applications received. Cllrs Appleby and Langford agreed to submit applications before due date.

Cllrs agreed that due to only a few applications received that they would extend the submission date to the 1st March to allow for more advertising of the funding

Action: Cllrs to submit bids

Action: Cllr Riley to be notified of extension

Action: Clerk to ask Cllr Legat to upload new date to website

8. Items for Consideration at Next Meeting:

Refurbishment of Martyr Worthy Village Hall Step and Notice Board

9. Date and Time for Next Meeting:

Thursday 21st March at 7/45-8.00pm until 9pm at Itchen Abbas & Avington Village Hall
Meeting Closed at 9:00pm