



Itchen Valley Parish Council

Serving the Communities of Avington, Easton, Itchen Abbas & Martyr Worthy

Finance & General Purposes Committee Minutes

16th January 2020

Present: Cllr Appleby (Chair), Cllr Legat, Cllr Stirrup, Cllr Langford, Cllr Moffatt, Cllr Percy.

In Attendance: M Leadbitter-Allen (Clerk).

ACTION

1. **Apologies** : Cllr Andrews, Cllr Riley.
2. In the absence of Cllr Riley it was agreed that Cllr Appleby chaired the meeting.
3. The minutes of the [Meeting of 19th December 2019](#) were agreed as a correct record.

The Chair, Cllr Appleby signed the minutes.

Matters Arising

- Football Club Requirements: Storage Unit Purchase Update

Cllr Moffatt reported that he had ordered the unit and was waiting on delivery details.

- Refurbishment of MW Noticeboard

The notice board has been removed and is being stored safely until a joiner is identified and commissioned to refurbish it. All agreed that the noticeboard should remain in front of the Village Hall as it was a good place for foot traffic. Cllr Appleby reported that the Noticeboard at the bus stop in Couch Green has toppled over and requires 2 new posts. Cllr Appleby will investigate purchasing 2 new posts from Sydenhams. Committee agreed to the purchase at a cost of £14.09 per post excluding VAT.

Action: Clerk to add Notice Boards to FCM Agenda

- Tree Inspection:

Cllr Langford reported that he would be meeting the Lengthsman at Couch Green on 21st January. He would go through the recommendations outlined by KISS Trees report with him.

- Registering of Land at Couch Green

Cllr Appleby reported that the deeds were due to be delivered in the next week.

- Itchen Abbas Bus Shelter

Quotes are being gathered and considered, in addition to the quote from All Aspects, Cllr Appleby is pursuing a site visit from Artisans of Wood, if their price is less expensive than All Aspects quotation, then they will be considered. The price of the bus shelter from Littlethorpe is £11 880 before VAT, delivery



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and installation.

- Grants for Church

Clerk raised a possible issue with the granting of money to the Church after reading a report from NALC.

Action: Clerk to seek advice from Internal Auditor before making payment. If Internal Auditor is happy with the Council making the payment, Clerk to go ahead.

4. **Bills to Pay**

Clerk, Michelle Leadbitter-Allen circulated the [accounts for payment](#), Cllr's Legat and Moffatt checked and signed-off the accounts.

Action: Clerk to submit payments.

MLA/YR

Action: Cllr Riley to authorised submitted payments

5. **F&GP Committee Annual Workplan Update**

- **Action:** Clerk to check with Cllr Riley if we still require Item No 34 on the F&GP Annual Workplan. Check with Cllr Riley if there is a project that requires a CIL bid before the submission deadline of January 2020.

- Agree Budgets and Precept request – agreed at FCM 9/1/20

Action: Change to RAG to Green

- Clerks Annual Review

Action: Clerk to arrange meeting with Cllr Riley
Change RAG to Amber

- Clerk presented the [1/4ly Management Accounts as at 31/12/19](#)

Action: Change to RAG to Green

- 20/21 Precept request sent to WCC – completed 10/1/20

Action: Change RAG to Green

6. **Confidential Minute: Salary Review**

All agreed that the Clerk's Salary should increase as recommended.

7. **Boomtown Community Fund Update**

Clerk advised Council that a response from Boomtown had been received and the invoice was being processed.

MLA

Action: Clerk to add Boomtown Community Fund to FCM agenda for discussion

8. **Community App Update:**

Clerk advised committee that she had been in contact with Hook PC and was arranging a discussion with the App provider to gain more information and cost. Clerk advised that instead of a stand-alone App, the Council may be able to use existing website as it was already mobile configured.

9. **Health & Safety Report: Play Equipment Update**



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Clerk advised committee of recommendations from Annual Inspection and cost of repairs and replacement equipment. See Separate Document for H&S Report and Actions Requested by the committee.

Action: Committee would like Clerk to investigate changing Annual Inspectors

10. **Items for Consideration at Next Meeting:**

- Add Boomtown Community Fund Status Update and Application Criteria – agenda item for Full Council Meeting
- Add Community Projects to next Full Council Meeting

11. **Date and Time for Next Meeting:**

Thursday 20th February 2020 at Easton Village Hall

Meeting Closed at 8.40pm