



Finance & General Purposes Committee

Minutes of the Finance & General Purposes Committee Meeting held electronically on Thursday 17th September 2020 at 7.00pm.

Members Attending:

Cllr Appleby, Cllr Langford, Cllr Riley (chair), Cllr Percy, Cllr Stirrup, Cllr Rosewell,

Members Absent:

Cllr Andrews, Cllr Jeffes, Cllr Moffatt

In Attendance:

Michelle Leadbitter-Allen (Clerk), Representative from 'Parents of Itchen Abbas' Group

20.041 Apologies Received from:

Cllr Legat

20.042 Approve the minutes from 23rd July 2020

The Minutes of the 23rd July 2020 were approved by all as a correct record of events. Minutes to be signed in retrospect.

Matters arising:

Footpath & Cycleways actions to be reviewed Full Council Meeting on 1st October 2020

British Spring Clean Update: Cllr Andrews has pulled out due to work reasons. Cllr Appleby will ask Cllr Jeffes to man Itchen Abbas and Avington Hall. Cllr Appleby will collect Pickers and Bags from iVerdi on 23rd September.

Action: Clerk to pin advert to top of Facebook Page.

20.043 Bills to Pay:

Bills to Pay were circulated to the councillors before the meeting and viewed by all. Cllr Appleby and Cllr Legat agreed the payments. (Councillor Legat had sent an email to the clerk agreeing the payments earlier in the day)

Action: Clerk to process payments

Action: Cllr Riley to authorise payments with the bank when satisfied with the above

20.044 Consider Boomtown Community Fund Applications. (moved from position to accommodate the representative of 'Itchen Abbas Parents' presenting to Council)

Itchen Abbas Parents: The representative from Itchen Abbas Parents (formally friends of Itchen Abbas) was invited to speak. He said that they were raising funds for the purchase of bike shelter for Itchen Abbas Primary School. They have requested an amount of £1852 to add to the amount of £500 raised by a parent to purchase the bike shelter. Total cost of the bike shelter is £2352. £500 was raised by the same parent for installation. The representative explained that the school would never be able to pay



for the shelter and much of their fund raising this year had been cancelled due to Covid-19. After his presentation, councillors were able to ask questions. Cllr Appleby asked how many parents will be encouraged to not use cars? The representative said he would like to see 20 to 30 families cycle to school. He explained that he was hopeful that the bicycle shelter would make a big difference. All members agreed to support this application.

Cllr Riley read through the other applications.

Worthy Youth Football Club:(WYFC) Asking for £800 to complete purchase of 2 sets of roll-on goals for use at King George Vth Playing Field (KGV) in Martyr Worthy.

Cllr Riley explained that the adult goals at KGV were to be removed as they no longer met the required standards. WYFC had received £2500 from The Football Association and were looking for the additional money to complete the purchase. Cllr Riley said that if we do not invest in the pitches, then no one will want to use them. Cllr Appleby agreed that we need to do what we can to encourage sports teams to use the fields.

Cllr Langford asked if the goals would be owned by WYFC or Itchen Valley Parish Council (IVPC)?

Action: Cllr Riley to agreed to check this with WYFC.

Cllr Rosewell felt the goal posts should be jointly owned by WYFC and IVPC.

All members voted in favour of this application.

Martyr Worthy and Easton Cricket Club: Asking for £2500 to assist with cost of patio and weatherproofing of storeroom recently acquired from Easton Village Hall.

Cllr Riley said that Martyr Worthy and Easton Cricket Club were regular recipients of Boomtown Community Funding having been successful in their bids for the past 4 years.

It was felt that although the cricket club's ambitions to improve their facilities were not a bad thing, their application felt less commendable than the other applications received. Cllr Rosewell felt that this was an ongoing project while the other projects would make a difference to the community right now.

All agreed to support this application, although at a lower priority than the others.

Itchen Valley Flower and Produce Festival: The application had not specified an amount, but they would like some money to help them launch the Itchen Valley Flower and Produce Festival 2021. This festival is to replace the popular Itchen Valley Flower Show

Cllr Langford thought this was a commendable venture and wondered if we could ask for an environmental theme. He also felt it contributed to the wellbeing of them community. Cllr Appleby agreed that this was a good community event, and it was commendable of them to try and get it back



up and running again.

All members were in favour of this application.

Itchen Valley Parish Council Environmental Sub-Committee. The sub-committee have asked for £2500 for them to fund various initiatives including the promotion of food waste recycling scheme, increased KICK recycling, Tree planting, and Valley-Wide educational events.

Cllr Langford commented that it was wonderful to have this committee full of ideas, but money is needed for the ideas to come to fruition. Cllr Appleby agreed that this was an important issue and should be supported. Cllr Riley said that a budget could be created for this committee next year.

Cllr Riley was asked if there was any other funding available to which she explained that there were some subsidies for composting bins but was not aware of anything for recycling initiatives. Cllr Langford also said that there may be the opportunity to some funding from Woodland Trust towards tree planting, although it would not fund an entire project.

Members agreed in favour of providing funding for the Environment Sub-Committee.

Members discussed how the money should be divided up amongst the applicants and decided upon the following split:

- Itchen Abbas Parents would receive the full amount applied for of £ 1852.
- Worthy Youth Football Club would receive the full amount applied for of £800.
- Martyr Worthy and Easton Cricket Club would receive the amount of £648 towards their patio and storeroom.
- Itchen Valley Flower and Produce Festival would receive £300 towards costs of launching the new event.
- Itchen Valley Parish Council Environment Sub-Committee would receive £2000 to fund environmental initiatives of benefit to the Itchen Valley community.

All agreed that this was the best use of the money.

Representative from Itchen Abbas Parents left the meeting at 7.44pm

Action: Clerk to publish the results on our website and Facebook page.

20.045 F&GP Committee Annual Workplan Update

Cllr Riley ran through the October items listed on the workplan.



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a) Review Financial Risk Management Record

Clerk had circulated the reviewed document to all councillors prior to the meeting. Councillors with areas of responsibility had reviewed their sections.

Councillors members were happy with the changes made by the Clerk.

Action: Clerk to add Financial Risk Management Record to next Full Council Meeting Agenda for agreement by Full Council.

b) Appointment of Internal Auditor

Clerk gave feedback to the members about Internal Audit. Cllr Appleby proposed based on clerk feedback that the council re-appoint Do The Numbers to complete the internal audit for 2020-2021.

Council members agreed with the proposal, resolving to re-appoint Do the Numbers.

Action: Clerk to send letter of appointment.

c) Review of Asset Register

There was discussion about the necessity of the different value columns. It was resolved that Cllr Langford should review the contents of the register and return to clerk before next Full Council Meeting.

Action: Clerk to add Adoption of Asset Register to Full Council Meeting Agenda.

20.046 Website Accessibility Update and Adoption of Accessibility Statements

Cllr Legat not at meeting so unable to provide an accessibility update from TLC. Clerk remained concerned as there was no evidence of progress to the website.

Clerk can not provide a complete Accessibility Statement until she is confident of how accessible the website will be on the 23rd September.

Action: Cllr Appleby to contact Cllr Legat and find out accessibility position.

20.047 King George Vth Field Grass Maintenance

Cllr Riley explained that due to extra repair and replacement costs of play equipment at Couch Green there is a predicted overspend to the maintenance budget for this year. The condition of the field is bad with rabbit holes being a big issue – any holes filled by WYFC are filled within a week. The council discussed the various available options to deal with the rabbit infestation.

Cllrs Riley and Langford said they would look into shooting the rabbits.

Action: Clerk to contact Abbotstone Pest Control and Hampshire Bird and Pest Solutions

20.048 Discuss Request received from Winchester Youth FC for use of KGVth field on Sundays

Cllr Riley told the members Winchester Youth Football Club had requested to use the football field on a Sunday morning for Under the 11's - 9 a side matches.

The members discussed the condition of the field as this was a real problem and all agreed that the field



was not safe to use.

Action: Clerk to email Winchester Youth Football Club with decision.

20.049 Review meeting locations for October

All agreed the Government Guidance of the 'rule of six' would not allow the Council to hold physical meetings.

Action: Clerk to cancel meetings with Village Halls.

20.050 Any Items for consideration for next meeting

There were no items for consideration.

20.051 Date and Time of following meeting:

Thursday 15th October 2020 at 7.45/8.00 pm until 9.00 pm.

Location: Electronic – public welcome, contact clerk for entry.

The meeting was closed at 8.38 pm



Itchen Valley Parish Council

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Figure 1: Payments for Approval List 17/09/20

Itchen Valley Parish Council

Expenditure transactions - payments approval list Start of year 01/04/20

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
69		£24.00	1030	17/09/20	EKS Accounting - Payroll - August 20	
70		£398.03		17/09/20	Greensmile - Grounds Maintenance - July 20	
Sub Total		<u>£422.03</u>				
		£1,214.54			Confidential	
Total		<u>£1,636.57</u>				

Signature _____ Signature _____
 Date _____