

# Medstead Parish Council

Minutes of a meeting of the **Finance and General Purposes Committee** held on 7<sup>th</sup> September 2017 at 4.00pm at Medstead Village Hall.

## Present:

Councillor Deborah Jackson (Chairman).

Councillor Roy Pullen

Councillor Peter Fenwick

Councillor Ken Kercher

**Also present:** Peter Baston, Clerk to the Council.

**Action**

## 17.38 OPEN SESSION

None were raised.

## 17.39 APOLOGIES.

None.

## 17.40 DECLARATIONS OF INTEREST

The Clerk declared an interest in item 7(b).

## 17.41 MINUTES

- a) The minutes of the meeting held on **28<sup>th</sup> June 2017** were agreed by Cllr Kercher and seconded by Cllr Fenwick and signed by the Chairman as a correct record.
- b) **Item 17.35.** Issues still exist with extracting S106/CIL data from EHDC. A promise of a meeting of local town & parish councils with EHDC to discuss this issue is still awaited.

## 17.42 2017/18 FINANCE

- a) **Budget / Expenditure Review** - The revised forecast outturn was noted by the Committee and would be closely monitored. It was felt that whilst a general reserve cannot be built up, a project by project reserve for certain areas, such as future Cemetery expansion, should be established within the future budget setting process.
- b) A request had been received from Alton FC regarding the hire of the football pitch and it was agreed that a charge of £25 be levied being the previously agreed hire rate from 2013/14. Rates of hire would be separately reviewed at a future meeting.

**F&GP**

## 17.43 MEDSTEAD PARISH COUNCIL STANDING ORDERS

The Committee discussed and reviewed the Standing Orders being now in line with the agreed NALC template and this would be brought to Full Council for approval.

**Full Council**

## 17.44 MEDSTEAD PARISH COUNCIL GENERAL POWER OF COMPETENCE

- a) The Clerk had circulated details received from HALC regarding the General Power of Competence which was noted by the Committee.

**The Clerk left the room for the next item and the following comment was written by the Chairman of the Committee.**

- b) The Clerk's successful completion of the Certificate in Local Council Administration (CILCA) has been confirmed. It was therefore agreed that the Clerk's salary would be increased by one additional point as per the terms and conditions of employment effective 1<sup>st</sup> December 2015. The hours of the Clerk would also reduce back to 20 hours per week (from 23) with effect from 1<sup>st</sup> September 2017. Following ratification by Full Council, this change will be backdated to 1st September 2017.

**Full Council**

**The Clerk returned to the meeting.**

#### 17.45 MEDSTEAD PARISH COUNCIL – INSURANCE

- a) **RENEWAL** - The Committee reviewed the latest quotation from Came & Co. regarding the insurance renewal which was approved and would be purchased.
- b) **CLAIM** - Following correspondence from a firm of solicitors acting for a claimant who had fallen from his bike near to the Pond, a meeting between the Clerk and the insurance assessor is awaited.

#### 17.46 MEDSTEAD PARISH COUNCIL – TRAVELLERS POLICY

The Clerk had drafted a policy for Illegal & Unauthorised Encampments being based on another Hampshire parish council and subject to a few amendments, would be taken to Full Council for approval.

**Full Council**

#### 17.47 S106 / CIL FUNDING

Despite the promise at the recent Community Forum by EHDC Councillor Graham Hill who had stated that all parishes would receive a spreadsheet breakdown of their respective S106 position, EHDC had only partly provided the detail and further detail was still required from EHDC.

A meeting is due to be scheduled by EHDC with other parish & town council to discuss S106 funding, to which Medstead Parish Council would be represented.

It was further agreed that Medstead Parish Council would seek a separate meeting with EHDC in September to discuss this more parochially.

**Clerk**

#### 17.48 GRANT APPLICATIONS

None received.

#### 17.49 FREEDOM OF INFORMATION REQUEST

The Committee discussed a recent request under FOI regarding the Neighbourhood Plan and a draft would be sent by the Clerk to the Chairman for her approval.

**Clerk / Cllr  
Jackson**

At the conclusion of the items on the agenda the meeting was closed at 17.50.

Signed.....Chairman

Date.....