

Medstead Parish Council

Minutes of a meeting of the **Finance and General Purposes Committee** held on
9th September 2015 at 8.00pm at Medstead Village Hall.

Present:

Councillor Deborah Jackson
Councillor Roy Pullen
Councillor Ken Kercher
Councillor Peter Fenwick

Also present: Katie Knowles, Clerk to the Council.

15.14 OPEN SESSION

- Cllr Fenwick suggested that the transfer of the wild flower meadow by deed of gift should be followed up and would be a future agenda item for F&GP.
- Cllr Pullen asked if the Council has considered making a request to HCC to extend the footway on Lymington Bottom Road to the Knapp. Cllr Kercher had previously proposed this, but no action was agreed.

15.15 APOLOGIES

There were no apologies. All Councillors were present.

15.16 DECLARATIONS OF INTEREST

There were no declarations of interest.

15.17 MINUTES

- a) The minutes of the meeting held on 17th June 2015 were **agreed and signed** by the Chairman as a correct record.
- b) It was noted that the Council's grants policy and application form will apply to applications from outside organisations to support S106 contributions.

15.18 VILLAGE HALL DEFIBRILATOR

Cllrs considered the anticipated costs of maintaining the defibrillator. The estimated costs included insurance and replacement battery, pads and preparation kit. It was agreed to allocate £100 in the councils 16/17 budget to cover all costs.

15.19 RECRUITMENT OF A CLERK

- Cllrs considered a number of changes to Clerks job description. All were approved with some minor amendments.
- Cllrs also considered a person specification for the role. A number of minor amendments were agreed.
- The Clerk had obtained a quotation from the Alton Herald for a recruitment advert. The wording of the advert was agreed and cost of placing the advert £231.20 (plus VAT) were approved.
- The deadline for applications will be 4th October and the interviews scheduled for 16th October.

The meeting was closed at 8.55pm.

Signed.....Chairman

Date.....