



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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THE PARISH OFFICE  
HASKELL CENTRE  
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HAMPSHIRE GU30 7TN

## FINANCE & POLICY COMMITTEE

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL  
AT THE NEXT MEETING ON 15<sup>th</sup> JULY 2015**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL  
FINANCE AND POLICY COMMITTEE TOOK PLACE AT 7.30 PM IN  
THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK ON  
MONDAY 27<sup>th</sup> MAY 2015.**

### MINUTES

**PRESENT:**

Cllr Jerrard (Chairman)  
Cllr Croucher (Part)  
Cllr Easton  
Cllr J Ives  
Cllr Kirby  
Cllr Trotter

Mr P Stanley – Executive Officer

Cllr Poole and the press were present.

**32/15 CHAIRMAN'S ANNOUNCEMENTS**

The chairman reminded those present of the safety arrangements.

**33/15 APOLOGIES FOR ABSENCE**

None

**34/15 DISCLOSURE OF INTERESTS**

The disclosure was read out. No disclosable pecuniary interests were declared.

**35/15 MINUTES OF PREVIOUS MEETINGS**

Minutes of the meeting held on 2<sup>nd</sup> March 2015.

Proposed Cllr Ives, Seconded Cllr Kirby, unanimously approved.

Cllr Croucher joined the meeting

**36/15 MATTERS ARISING FROM THE MINUTES**

None.

**37/15 APPOINTMENT OF A VICE CHAIRMAN**

Cllr Easton was nominated as Vice Chairman.

Proposed Cllr Jerrard, Seconded Cllr Ives, Unanimously approved.

**38/15 PUBLIC PARTICIPATION SESSION**

No public present.

**39/15 FINAL INTERNAL AUDIT**

The final internal audit 2014-15 and action plan were noted.

Cllr Easton stated that in view of the comment in the audit report concerning renewing the website, that the website working party meet and start the review process. The Executive officer agreed to arrange for a meeting of the working party involving Cllr Croucher, Cllr Ives and Cllr Jourdan.

Cllr Easton also highlighted the recommendation that all reserves should be reviewed at budget setting and suggested the review should happen sooner. It was agreed that the Executive Officer and Cllr Jerrard would discuss this and if necessary, bring an item to the next meeting on 15<sup>th</sup> July 2015.

Thanks were expressed for the work undertaken by the Finance Officer and Executive Officer to improve the financial accounts.

**40/15 BUDGET MONITORING 2014/15**

The final year-end budget outturn for 2014/15 was noted. The final position was an underspend of £4563 which has been transferred to the general reserve.

**41/15 FINANCE**

It was noted that DCK Beavers will be updating the coding system within the accounts on 22<sup>nd</sup> July 2015.

It was also noted that an item will be taken to the Council in July with a recommendation on whether to “opt to tax” for VAT at the LMC which will allow the necessary building maintenance & improvements to go ahead.

**42/15 LIPHOOK MILLENNIUM CENTRE**

Councillors considered a request to release a sum of £35,000 from the LMC Earmarked reserve to fund the replacement of the LMC hall floor. It was noted that the LMC Management Committee would award the contract at its next meeting on 4<sup>th</sup> June 2015.

Proposed Cllr Jerrard, Seconded Cllr Croucher, unanimously approved.

Chairman

Date