



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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## FINANCE & POLICY COMMITTEE

To Finance and Policy Committee Members (all other Councillors for information)

**YOU ARE HEREBY SUMMONED TO A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL'S FINANCE AND POLICY COMMITTEE AT 7.30 PM IN THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK, ON WEDNESDAY 15<sup>th</sup> JULY 2015**

P J STANLEY  
EXECUTIVE OFFICER

8<sup>th</sup> July 2015

### AGENDA

1. CHAIRMAN'S ANNOUNCEMENTS
2. APOLOGIES FOR ABSENCE
3. DISCLOSURE OF INTERESTS

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.

**4. MINUTES OF PREVIOUS MEETINGS**

To agree the minutes of the meetings held on 27<sup>th</sup> May 2015 (**Appendix 1**)

**5. MATTERS ARISING FROM THE MINUTES – For Information Only**

To consider matters arising from the meetings

**6. PUBLIC PARTICIPATION SESSION**

Adjournment of the meeting for public questions.

Public Questions.

To allow members of the public to address the Committee with respect to items not on the agenda, but relating to matters for which the F&P Committee have responsibility.

Public Participation. To allow members of the public to address the Committee about business on the agenda at the discretion of the Chairman.

Meeting re-convened

**7. COUNCIL RESERVES**

To note the current reserves and consider any changes necessary as recommended in the Internal Audit Report. (**Appendix 2**)

**8. REPLACEMENT PHOTOCOPIER AT THE HASKELL CENTRE**

To approve a five year lease on a new colour copier and a new Service Agreement as detailed in the attached appendix (**Appendix 3**)

**9. AUTHORISED SIGNATORIES**

To approve Cllr Maroney and Cllr Ives as authorised signatories.

**10. STAFF APPOINTMENTS**

To confirm arrangements for the appointment of a new Finance Officer following the resignation of Nikki Rowson and a new Duty Caretaker.

**11. PAVILION BUILDING**

To receive an update on the status of the proposed agreement with Willows Nursery and decide what steps are needed prior to the full council meeting on 27<sup>th</sup> July 2015.

**12. DBS CHECKS**

To agree that all new and existing staff and members are subject to a DBS check.

**13. BUDGET 2016/17**

To agree that Committees be asked to complete their draft budgets for 2016/17 by the end of October 2015 and that these are considered at the Finance & Policy Committee on 11<sup>th</sup> November 2015. The Finance Officer will be available to assist committees with initial budgets based on a roll-forward position.

**14. EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS**

**The Motion:** “In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted”

The excluded session is to discuss actions following the loss of cash at the Millennium Centre.