



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr P J STANLEY
EXECUTIVE OFFICER

Tel: 01428 722988
Fax: 01428 727335
e-mail: council@bramshottandliphook-pc.gov.uk

THE PARISH OFFICE
HASKELL CENTRE
MIDHURST ROAD
LIPHOOK
HAMPSHIRE GU30 7TN

FINANCE & POLICY COMMITTEE

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 14th SEPTEMBER 2016**

**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
WEDNESDAY 13th JULY 2016.**

MINUTES

PRESENT:

Cllr Croucher
Cllr Ives
Cllr Jerrard (part of meeting)
Cllr Kirby

Also in attendance: Cllr Berry, Cllr Easton and the press.

48/16 CHAIRMAN'S ANNOUNCEMENTS

The chairman welcomed those present to the meeting, explained where the fire exits were and asked that mobiles be switched to silent.

49/16 APOLOGIES FOR ABSENCE

Cllr Garnett.

50/16 DISCLOSURE OF INTERESTS

No interests were declared.

51/16 MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting held on 11th May 2016.

Proposed Cllr Croucher, Seconded Cllr Kirby, unanimously approved.

52/16 MATTERS ARISING FROM THE MINUTES

There were no matters arising

53/16 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public Questions not on the Agenda

None

Questions relating to business on the Agenda

None

Meeting Reconvened

Cllr Jerrard joined the meeting

54/16 RISK ASSESSMENT

The councils risk assessments were due to be updated. In addition, a number of areas still required an assessment document to be written. A list of all risk assessment areas was considered and it was agreed that tasks be allocated to committees and those committees would allocate tasks to councillors on that committee. Priority will be given to the new risk assessments. Once completed, the documents will be considered at a future meeting and arrangements made to update and carry-out the assessment.

55/16 LASER ENERGY CONTRACT

Councillors noted that the Liphook Millennium Centre was currently part of a group energy contract (Laser) for the supply of electricity. A new contract needed signature for the period 2016-18. It was proposed that the new contract be signed.

Proposed Cllr Croucher, Seconded Cllr Kirby, unanimously approved.

56/16 BUDGET 2017/18

The Executive Officer explained that he had produced the first draft of the budget. This had been updated for staff costs and for known changes to income and expenditure budget lines. A timetable had been produced that allowed for a first and second draft budget to be considered by each committee prior to a decision by Finance & Policy Committee on the budget and precept to recommend to Council. The budget will be considered by full council on 30th January 2017.

It was noted that sufficient budget was needed to complete the Neighbourhood Plan including the cost of buying-in professional services.

It was agreed that the timetable and draft budget be considered by committees and report back at the next meeting on 14th September 2016.

57/16 AUTHORISED SIGNATORIES

The council needed to review its bank mandate for signatories, including online banking. There was also a need for an additional signatory following the resignation of Cllr Maroney. It was proposed that the authorised signatories for the council are Cllr Jerrard, Cllr Croucher, Cllr Ives & Cllr Kirby.

Proposed Cllr Croucher, Seconded Cllr Kirby, unanimously approved.

58/16 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

Proposed Cllr Croucher, Seconded Cllr Ives, unanimously approved.