



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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FINANCE & POLICY COMMITTEE

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 18th MARCH 2019**

**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 7th JANUARY 2019.**

MINUTES

PRESENT:

Cllr Croucher
Cllr Garnett
Cllr Kirby
Cllr Taplin

Cllr Hall one member of the public and the press were in attendance.

01/19 CHAIRMAN'S ANNOUNCEMENTS

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

02/19 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Trotter.

03/19 DISCLOSURE OF INTERESTS

No interests were declared.

04/19 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14th November 2018 were approved.

Proposed by Cllr Croucher and seconded by Cllr Kirby.

05/19 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

06/19 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public questions – items not on the agenda

Mr Young asked when the CIL will be received for the Lowsley Farm Development. Cllr Garnet stated that she did not know but would raise this at the next liaison meeting and let Mr Young know.

Public questions – items on the agenda

Mr Young requested that the precept be frozen for 2019/20 in view of the large increases in previous years. Cllr Garnett stated that this would be considered when the item is discussed later in the meeting.

Meeting Reconvened

07/19 BUDGET

The Executive Officer explained that the budget had been considered by all committees at least once and requests for changes had been incorporated into the draft budget. The committee need to agree the budget and precept for recommendation to full council on 28th January 2019. The increase in precept will be £2.21 per annum. Cllr Croucher stated this was about 4p per week.

It was agreed that the budget and precept to be recommended to full council on 28th January 2019 is Gross Budget £428,521, Precept £355,921, Band D Equivalent Property £87.62, an increase of £2.21 per annum.

Proposed Cllr Kirby and seconded Cllr Taplin.

08/19 GRANT APPLICATIONS 2019/20

Cllr Croucher declared a non-pecuniary interest in the CAB and Cllr Taplin declared a non-pecuniary interest in St Mary's Church. Both did not vote on the grant allocations to these organisations.

Councillors considered the grant requests totalling £25,900 with a budget of £21,000. There was a need to reduce the grants awarded and the committee considered each application in turn. Grants were awarded to organisations as follows:

Royal British Legion	£ 250
Bramshott War Memorial Trust	£ 350
Liphook Village Hall	£ 600
Peak Day Centre	£ 4,500
Liphook & Ripsley Cricket Club	£ 1,500
Citizens Advice East Hants	£ 4,500
Liphook Bowling Club	£ 400
Liphook Tennis Club	£ 500
Liphook Carnival & Bonfire Committee	£ 2,250
Liphook in Bloom	£ 1,700
Liphook Carers Group	£ 150
Victim Support	£ 100
Home Start Weywater	£ 500
St Mary's Church	£ 2,000
Total	£ 19,300

It was also agreed that Liphook Youth Club be awarded free use of the LMC up to the value of £1,625.

09/19 BANKING ARRANGEMENTS

Councillors considered the report produced by the Executive Officer. It was noted that a significant number of new accounts would be needed to keep all the council funds under the Financial Services Compensation Scheme limit. The Executive Officer suggested that several new accounts would reduce the overall risk. He will discuss the options with the Internal Auditor later this month and report back with recommendations at the March 2019 meeting.

10/19 NDP BUDGET MONITORING

The multi-Year NDP budget monitoring was received and showed a total spend of £30,264 against a budget of £72,500. In addition, the council will be applying for a £9,000 grant and it was agreed this should be referred to the NDP Steering Group to progress. The funding would be granted to the council and the application will need to be signed by the Executive Officer.

11/19 ELECTRONIC PAYMENT OF IVOICES

Councillors considered a paper produced by the Executive Officer that outlined the procedure to be followed by officers and councillors when preparing and agreeing payments electronically. It was noted that councillors would need to view batches of invoices at the Parish Office, initial them and then certify the batch online.

Councillors agreed with the switching to electronic payments and that this commences as soon as possible.

12/19 TRAINING POLICY

A draft training policy was attached to the agenda. An alternative policy was also available. It was agreed that the Executive Officer should produce a draft training policy using elements of both and bring this to the next meeting of the committee in March 2019.

13/19 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 Kirby and unanimously approved.

The meeting closed at 9.12pm

Chairman

Date