

**Minutes of the Finance and General Purposes Committee Meeting held at
Beechen Hall, Wildfell Close, Walderslade on Tuesday 15 March 2016
commencing at 7.30 p.m.**

Councillors present: Mr Ivor Davies (Chairman), Mrs P Brooks, Mr Vic Davies, Mr P Dengate and Mr Bob Hinder together with the Assistant Clerk.

1. Apologies and non-attendance

Cllr Wendy Hinder (MBC commitment) and Cllr Geoff Smith (absent).

2. Declaration of Interests, Dispensations, Predetermination or Lobbying.

Cllr Vic Davies declared a pecuniary interest in items 5.4 and 8 Vinters Valley Trust grant application and grant award.

3. Minutes of the meeting of 12 January 2016

The minutes of the meeting were **agreed** and **signed** as a correct record.

4. Matters Arising From the Minutes.

4.1 Minute 2832/4.1. Purchase of pdf software. This will be arranged once the new computer equipment for the office has been installed. **noted.**

4.2 Minute 2832/4.2 Charitable Incorporated Organisations (CIOs). All organisations have started work to change to CIOs. Cllr Vic Davies stated that Grove Green Community Centre should be converted by 31 March 2016.

4.3 Minute 2832 Trial Balance Sheet. It was agreed that submission to the committee should be scheduled for July and November each year.

4.4 Any other matters arising from the minutes. There were none.

As there were no members of the public present the meeting was not adjourned.

5. Financial report.

5.1 Reconciliation of bank accounts report as at 29 February 2016. **Received and noted.**

5.2 Maturing Investments. **Received and noted.** Members **agreed** to reinvest the Lloyds 3 month bond when it matures in May for a further 3 months to coincide with the maturity of all long term investments in August. Members also **agreed** to include an agenda item at the May meeting to look at further opportunities for investment.

5.3 Income/Expenditure report as at 8 March, 2016. **Received and noted.** A number of entries were clarified by the Assistant Clerk and members asked that the spelling errors in the title be rectified if possible. The Assistant Clerk was asked for clarification on a grant awarded to FoBW. **Action: Assistant Clerk.**

5.4 Vinters Valley Trust grant. **Noted** that a sum of £438.10 previously agreed to be paid from the 16/17 budget would now be taken from the current budget.

6. Policies and procedures reviews.

6.1 Investments Strategy (review). Members **agreed** that it was still fit for purpose.

6.2 Insurance cover. This will be reviewed in time for the renewal of the policy on 1 June 2016. **Noted.** Members also **noted** that the current 3 year contract expires in 2017 at which point companies will be invited to tender.

7. Personnel matters

7.1 TOIL, training, leave and leave/sickness cover. **Noted.**

8. Grant Requests

Vinters Valley Trust grant award. Ratified the Clerks decision after e-mail consultation that the £2,250 grant awarded in December 2015 be used for footpath refurbishment and not a replacement flailer as previously agreed. **Agreed.**

9. **Matters for Information**

Office IT equipment. Cllr Dengate made a presentation on the need for upgrading the IT equipment in the parish office. He advised that there were a number of options which he would discuss with the staff before making a formal recommendation. **Noted.**

10. **Date of Next Meeting**

Tuesday 17 May, 2016 at Beechen Hall, Wildfell Close, Walderslade commencing at 7.30 p.m.

Meeting closed at 8.30 p.m.

Signed as a correct record of the proceedings.

Chairman.....Date.....