

# MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

Meeting held on **Wednesday 6 October 2016** at **7.45 pm** in the Parish Office

## **Present:**

Councillors Harrison (Chair), Mrs Barnard, Fitzwilliams, Ms Healy, Jones and Wilson  
Cllr Dr Barnard joined the meeting later

## **In attendance:**

Jason Mawer, Parish Clerk

## **F167. Apologies for absence**

No apologies were received.

## **F168. Declarations of interest and dispensations**

There were no declarations of interest made or dispensations granted.

It was noted that Cllr Dr Barnard had a standing interest as a Borough and Town councillor.

## **F169. Minutes of the meeting of 7 September 2016**

The minutes of the previous meeting were circulated to members ahead of the meeting. It was proposed by Cllr Harrison, seconded by Cllr Healy and **RESOLVED** to approve and adopt the minutes of the meeting of 7 September 2016.

## **F170. Matters arising from the last meeting**

The Clerk advised members that the new office copier had been installed.

## **F171. Finance 2016/17**

### *a. to consider the financial report to end of September 2016*

The Clerk advised members that work was underway installing the new accounting system and therefore a monthly report was not available for the meeting. The Clerk circulated an example of the new style financial report to members.

### *b. to approve payment of accounts tabled at the meeting*

The following accounts for payment were tabled at the meeting and approved for payment.

#### **Cheque Payments**

3957	ABA (Construction) Ltd	play area inspections	£149.46
3958	Warfield PCC	Grant payment 2016/17 2 of 2	£500.00

**F172. Council Policies**

Draft copies of the Health and Safety Policy and the Volunteer Policy were circulated to members ahead of the meeting.

Members provided feedback to the Clerk and made minor changes to the text of each policy document. The Clerk would incorporate these changes and members agreed to recommend the policies to Council for approval.

*Cllr Dr Barnard joined the meeting.*

**F173. Local Government Finance Settlement 2017/18 consultation**

The Clerk circulated to members draft proposals concerning precept levels and the potential for referenda to be implemented for parish councils. The Clerk talked members through the two proposals. The first was to introduce the concept of referenda to larger councils only, the second was to introduce the concept to all parish councils. The Clerk agreed to draft a response.

**F174. Financial and Booking Software**

The Clerk advised members that the new financial software had been installed and inputting of data had begun. The Clerk advised members that he had not yet received the quotes for upgrading the IT hardware in the Parish Office.

**F175. Neighbourhood Planning**

- a. Cllr Ms Healy updated members on the Hayley Green public session held at Brownlow Hall on 4 October 2016. Over 40 local residents attended the session and the presentation delivered by the Neighbourhood Plan Steering Group. A Q&A session followed and residents were asked to provide feedback on the proposal. Some residents expressed concern about any development, others considered the plans were sympathetic. It was noted that all residents expressed no desire for a community facility and that the public open space should not be called a village green.
- b. The Clerk advised members that there may be a requirement for rCOH to produce further maps for the neighbourhood plan. To facilitate this, members approved the purchase of a subscription for Parish Online software.

**F176. Items for Information**

The Clerk advised members that Community Infrastructure Levy income collected during the last six months had been received from Bracknell Forest Council.

The Clerk advised members that a request for early payment of pension by a former employee had been made to the Berkshire Pension Fund. The Clerk was authorised to begin working with the Pension Fund on this.

**F177. Date of next meeting**

The date of the next meeting was agreed as Thursday 10 November 2016.

**F178. Closure of the meeting**

The meeting was closed at 9:11pm