

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 9 December 2014

Present: Cllrs Cossey (Chairman), Toher and Winstanley

In Attendance: Mr P J Storey (Clerk to the Parish Council)
Mrs C Taylor (Assistant Clerk)

Public Session

No members of the public were present.

158. Apologies

158.1 Cllrs Harris and Lyon.

159. To Agree the Minutes of the Meeting on 11 November 2014

159.1 Proposed Cllr Winstanley, Seconded Cllr Cossey, **RESOLVED** with Cllr Toher abstaining (personal interest) that with minor amendment the minutes of the meeting held on 11 November 2014 be accepted as a true record.

160. Matters Arising from the above Minutes

160.1 There were no matters arising not dealt with elsewhere in these minutes.

161. Declarations of Interest and requests for Dispensations

161.1 Cllr Toher, as secretary, and Cllr Winstanley as the Borough Council representative on the committee, declared an interest in the non-confidential payments schedule which included a grant to the Bishopstoke Memorial Hall and Cllr Winstanley also declared a personal interest in the non-confidential payments as a recipient.

162. Carnival Working Group's report

162.1 The Bishopstoke Carnival Court had successfully represented Bishopstoke in the Eastleigh Light Parade and the transfer of funds from the defunct Carnival bank account was still awaited.

163. RFO's Report, Budget Monitoring and Payments

163.1 A budget monitoring report had been circulated with the agenda papers and was noted.

163.2 A resolution to note the non-confidential payments schedule for November could not be passed because two of the committee members present had declared an interest leaving the committee not quorate at this time. The resolution to note would be deferred until the January 2015 meeting.

Action: Clerk

164. Asset Management Report

164.1 Cemetery and Churchyards. Fifteen interments had taken place in the year to date. The water supply had been turned off for the Winter and advisory notices displayed. Some tree and hedge maintenance work would be undertaken in the coming weeks.

164.2 Allotments. The large Carnival items previously stored in the Parish Office were now in the machinery shed on the Manor Farm allotments and the water supply to both allotment sites had been turned off for the Winter.

164.3 Play areas. The draft transfer documentation for the Brookfield site remained with our solicitors for review. The quarterly safety inspection report had highlighted some minor risks with play equipment wear and tear which the Clerk was arranging to action.

165. Need for an additional male member of the Travel Token working group

165.1 The recently agreed terms of reference for the Travel Token working group called for a male member of the group and not the one who was proposing a review of an elderly person's eligibility, to be available for the assessment. As there was currently only one male member, a second was required. This was noted and would be tabled at the January 2015 full Council meeting for decision.

Action: Clerk

166. Clerk's report

166.1 Nothing to report.

167. Date, time and place of next meeting

167.1 The next meeting will be on Tuesday 6 January 2015 at 7.30pm in the Parish Office, Riverside, Bishopstoke.

168. Motion for Confidential Business

168.1 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously that, in view of the confidential nature of the business about to be discussed relating to employees' remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

169. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for November 2014 (Confidential Business)

169.1 Members noted the report tabled by the RFO which is attached to these minutes.

169.2 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously that the November 2014 staff payments be noted as tabled.

There being no further business, the Chairman closed the Meeting at 7.45.

Summary of Recommendations for consideration by Full Parish Council

None

Summary of Resolutions Passed to be noted by the Full Parish Council

- 159.1 that with minor amendment the minutes of the meeting held on 11 November 2014 be accepted as a true record.
- 168.1 that, in view of the confidential nature of the business about to be discussed relating to employees' remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.
- 169.2 that the November 2014 staff payments be noted as tabled.

Payments in November 2014 in excess of £500 published in accordance with the Government's transparency directive

Staff	Salaries and expenses	1615.95
HMRC	Tax/NIC	570.00
Vitaplay Ltd	Play areas repairs	2649.00
EBC	Bye-Election costs	1357.86
Green Smile Ltd	Grounds maintenance	3546.53
Orchard Street furniture	Private Cemetery seat	504.25