

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Report of the meeting held on Tuesday 23 October 2012
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Present: Cllr J Gurney – Chairman of the meeting Cllr M Wilkes
Cllr C Dodds Cllr L Willis
Cllr D Johncock
Cllr J Herschel

1. Apologies for absence.

Apologies were received from Cllr K Wood, Cllr I Forbes and Cllr S Herron

2. Declarations of members' interests in agenda items

Declarations were received from Cllr C Dodds of a personal interest in the payment to Foresight Project Management cheque 7674 and Cllr J Herschel of a personal interest in the payment for expenses cheque 7675.

3. Staff Matters

Members RECEIVED a verbal report from the clerk on the impact of the seasonal grounds person, who had helped mostly with strimming which had freed the grounds team up to do other jobs.

Sickness Absence was REPORTED by the clerk; since April this year the grounds team have had the following sickness absence; 19 days, 5 days and 15 days.

It was NOTED that the clerk was watching for any pattern in staff absences.

4. Update of committee finances

Members NOTED the accounts for Period 6 (September) and the Clerk gave a short overview;

4.1 Water pipe bursts at the allotments and scout hut in Tylers Green and the office would temporarily affect the balances, a claim for a credit had already been actioned and the insurance company would be contacted. It was AGREED that the repair to the depot pipe would be covered by the contingency and that the repair at Tylers Green would be passed to agenda item 6.

4.2 Salary lines that are showing underspend.

On the whole the expenditure over income is running on target.

5. External Audit Report

Members NOTED that the external auditors have returned the accounts for year ended 31 March 2012 and agreed the Annual Return. Their comments were as follows:

‘On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met’.

6. Grants, Subscriptions and Donations

6.1 Members CONSIDERED and AGREED to subscribe to the National Allotment Association at a cost of £55.00 for one year. Cllr Willis advised that it would be helpful when re-addressing the allotment agreements.

6.2 Members AGREED to support the Flackwell Heath Bowls Club and give them the sum £200.00 to assist in the purchase of new benching in the changing rooms. The club had applied for a grant of £400.00.

6.3 Members AGREED that as the Tylers Green scouts were not able to immediately fund the repair to the burst pipe that the council consider the cost of £1,000 as a grant. The council has had a sub-meter installed so that a recharge future for water usage can be made.

7 Land Registration

Members RECEIVED an update from the clerk on the progress with land registration. Our solicitor, Amanda Benham, has advised that the land registry documents for Kingswood will be sent within the week. It was NOTED that the Finance and General Purposes committee were disappointed with her performance.

8 Revision of fees and charges

Members CONSIDERED the table of revised fees and charges. It was NOTED that an insertion for Gates onto our Land had been omitted, this would be rectified.

Members AGREED the revised fees and charges to be tabled at the Council meeting.

9 Calendar of meetings for 2013

Members AGREED the calendar of meeting dates to be tabled at the Council meeting.

10 Accounts for Payment

The list of accounts for payment was approved, the list to be attached to the minutes of the meeting.

The chairman thanked members for their attendance at the meeting which ended at 9.15pm

Date of next meeting: Thursday 10 January 2013 at 7.30pm

Signed Dated