

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Report of the meeting held on Tuesday 26 March 2013 at 7.30pm in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Present : Cllr. I Forbes **Chairman**
Cllr. J Gurney **Vice-chairman**
Cllr. L Willis

Cllr. D Onslow – in attendance
Cllr. C Jordan – in attendance

Also present: Mr Peter Grant from the Bucks Free Press

1 Apologies for absence

Apologies for absence had been received from Cllr Johncock – attending another meeting, Cllr Herron – work commitments, Cllr Wood attending another meeting, Cllr Herschel – family, Cllr Wilkes – unwell, Cllr Dodds – unwell.

2 Declarations of members' interests in agenda items

Cllr Willis declared a non prejudicial but personal interest in item 6, Social Investment Project for Loudwater.

3 Land Registration

Members were asked to note the progress to date on the land registration. The Chairman of the Committee asked for thanks to be noted to both Cllr Herschel and his wife Denise for all the work they had done to assist with the land registration.

4 Health & Safety Related Incident

Members were asked to note a short report from the Clerk regarding the injury sustained by one of the grounds team while working in Kingswood. The HSE RIDDOR form had been completed due to the nature of injury which had resulted in an absence from work for over 7 days. Sick certification had been received to cover the absence.

5 Updating the Council's Name Board

Members were asked to note that the Council's Name Board in the Chamber needed to be updated.

Members agreed that the Clerk should take this forward and not include Lynne Turner's name. The following layout was agreed; HRO Jones 2006 -2011, J Herschel 2011-2012 and W Thompson 2012 -.

6 Social Investment Project for Loudwater

Cllr Willis gave a short report on the recent approach for support of a project to provide training and employment for young people in the parish. It is hoped that the project will include a training school for mechanics, a commercial garage, a spare parts web based sales operation and an expedition/adventure weekend facility, however the initiative is still in its

infancy and at present there is no more information. The lead on the project would be happy to do a short, 5 minute presentation to the Council on 16 April in order to answer any questions.

The support being asked for from the parish council was by way of a letter displaying community support for the project, this would assist in the building up of a case for a grant.

Members considered the request and a recommendation to support the project would be taken to the next Council meeting on 16 April 2013.

7 Freeman of the Parish

Members were asked to consider the proposal to bestow titles of honour to recognise outstanding service by members. The award of Honorary Freemen and Freewomen of the Parish can be retrospective.

Members endorsed the proposal, in principle, with a view to take it to the next Council meeting on 16 April 2013.

8 Change of Accounts Package

Members were asked to receive a report from the Clerk on a change of accounts package from Omega to Sage Line 50 Professional.

Members endorsed the change of package after final checks on best value were made by the Chairman of the Committee and the Clerk.

9 In-house Audit

Members were asked to receive a short report on the In-house audit undertaken by Cllr Willis and Cllr Wood on 29 January 2013. The inspection had covered payments through cheque books, invoices and bank statements. It was noted that the Clerk had made improvements to the systems and the recommendations from the report were now being put in place. The Clerk was thanked for her efforts to date.

It was agreed that the next In-house audit would concentrate on equipment purchased by the council.

10 Disciplinary and Grievance Policy

Members were asked to consider the NALC Disciplinary and Grievance Policy as the council's current policy was in need of review.

The Clerk was asked to modify the Policy by inserting the parish councils name and members recommended it be taken to the next council meeting on 16 April 2013 for adoption.

11 Ear-marked reserves

Members were asked to receive a report from Cllr Forbes on the proposals for the Ear-marked reserves. Widmer Pond and the Deeds of Grant EMR to be transferred back to the general reserve; identified underspend would go into the appropriate EMR; increases would show in Play Equipment, Derehams Pavilion although this had been refurbished it would need full redevelopment in the future, Derehams Rejuvenation, Depot and Closed Churchyards; Play Equipment EMR would be split into the three wards and Cemeteries EMR would be merged; further review of the allocation for Plant and Vehicles has indicated that additional funding is required.

Members endorsed the proposal.

12 Budget

Members agreed the revised budget v1.6 with a recommendation for acceptance to be taken to the next Council meeting on 16 April 2013.

13 Committee Finances to Month 11

Members were asked to note the committee summary of income and expenditure to month 11. Year-end turnout, at the moment, looks like an underspend on the year of between £10 - £20K.

14 Accounts for Payment

It was agreed to accept the accounts for payment, direct debits and Payflow transfers and for the cheques to be signed - information to be attached to these accounts.

The Chairman thanked members for their attendance and the closed the meeting at 8.25pm.

Signed Dated