

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Meeting to be held on Tuesday, 4 December 2018 commencing at **7.30pm**
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to members of the public and press

Committee Members:	Cllr I Forbes (Chairman)	Cllr C Leonard
	Cllr J Herschel (Vice-chairman)	Cllr H Darch
	Cllr M Wilkes	Cllr P Miller
	Cllr C Dodds	Cllr J Gurney
	Cllr L Willis	Cllr K Wood (ex-officio)

Members of the committee are summoned to consider the following business:

AGENDA

1. Apologies for absence
2. Declarations of members' interests in agenda items
3. Staff Matters
 - 3.1 Staff Absence Report
4. Policies & Procedures
5. Health & Safety Report
6. Legal
7. Neighbourhood Action Group
8. MVAS – Maintenance Contract
9. Grants
10. Calendar of Meeting Dates
11. Fees and Charges
12. Website
13. Publicity
14. Project Summary Status
15. Committee Finances
16. Budgets 2019/20
 - 16.1 Community Infrastructure Levy
 - 16.2 Precept
17. Questions from council members and the public
18. Accounts for Payment



Wendy Thompson
Clerk to the Council
28 November 2018

Staff Matters

3.1 Staff Absence Report

Members are asked to RECEIVE a report on the sickness absence of staff since the last committee meeting in October.

AGENDA ITEM 4

Policies & Procedures

Members are asked to NOTE that there are no current updates.

AGENDA ITEM 5

Health & Safety Report

Members are asked to NOTE that since the last committee meeting in October there have been no incidents.

AGENDA ITEM 6

Legal

6.1 Totteridge Common

Members are asked to NOTE that the area leased by Wycombe District Council has been handed back to the parish as the lease has come to an end. Future maintenance plans will be reviewed at the next Open Spaces committee meeting.

AGENDA ITEM 7

Neighbourhood Action Group

Members are asked to NOTE that the draft minutes from the last NAG meeting held on 15 November were emailed out to all councillors on Wednesday 21 November.

Members are asked to NOTE the following highlights relating to the parish council;

Report on MVAS Findings

FH MVAS, the battery power had been increased for better performance. Difficult to attract volunteers, an article is being put together which might encourage people to become part of the MVAS group

MVAS Equipment

There is a newly demonstrated apparatus which could complement MVAS and seen to be very effective. It is a small unit on a tripod, very portable, speeds are logged onto a tablet but details still need to be recorded by operatives. Cost - £1,995 + VAT

Another version with a camera is available, cost £3,000 + VAT

This would offer a more efficient recording system avoiding the errors common in the present system. **Thought that Parish Councils might be willing to consider helping with funding. CWPC and Hazlemere could be interested.**

AGENDA ITEM 8

MVAS Maintenance Contract

Members are asked to CONSIDER and, if so minded, APPROVE the maintenance agreement offered by Swarco for the 3 MVAS. **APPENDIX A**

AGENDA ITEM 9

Grants

Members are asked to CONSIDER a request from PCSO Franza to contribute towards a defibrillator for a position in Loudwater, the parish council is not being asked to be responsible for the unit. The sum being requested is £250.00. Members are asked to NOTE that there is £120.00 remaining on the Grant budget line.

Members should NOTE that the council has previously declined to help fund defibrillators elsewhere in the parish but agreed to fund replacement batteries and consumables.

AGENDA ITEM 10

Calendar of Meeting Dates 2019/20

Members are asked to CONSIDER and, if so minded, RECOMMEND the meeting schedule for 2019/20 along with recommendations for approval at the full Council meeting on Tuesday 18 December. **APPENDIX B**

Fees and Charges 2019/20

Members are asked to CONSIDER and, if so minded, RECOMMEND the fees and charges for 2019/20 for approval at the full Council meeting on Tuesday 18 December.

Members are asked to NOTE that a 2% increase has been applied to next years charges. **APPENDIX C**

AGENDA ITEM 12

Website

Members are asked to NOTE that the working party, consisting of Cllr Forbes, Cllr Herschel, Cllr Miller, Cllr Darch and the clerk, are due to meet to start the process of planning the new website prior to meeting with the web designer.

AGENDA ITEM 13

Publicity

Members are asked to NOTE that at time of agenda writing the newsletter was at the printers; draft proof will be sent to all councillors for comment.

AGENDA ITEM 14

Project Summary Status

Members are asked to CONSIDER the future form of the updated Project Summary Status **APPENDIX D**

AGENDA ITEM 15

Committee & Council Finances (Month 7)

Members are asked to NOTE the current position of the committee's income and expenditure **APPENDIX E** and the Council finances **APPENDIX F**

AGENDA ITEM 16

Budget 2019/20

Members are asked to CONSIDER and, if so minded, RECOMMEND the budget for 2019/20 for approval at the full Council meeting on Tuesday 18 December. **APPENDIX G**

16.1 Community Infrastructure Levy

Members are asked to REVIEW the current amount of CIL received and the suggested expenditure on current projects **APPENDIX H**. Members are asked to CONSIDER the use of the monies and are encouraged to make suggestions.

16.2 Precept

Members are asked to CONSIDER, and if so minded, APPROVE one of the following options;

1. No Change
2. Reversal of the 1.2% error increase in 18/19
3. A 5% reduction

AGENDA ITEM 17

Questions from council members and the public

A maximum of fifteen minutes will be given to members of the public, who may make representations, ask and answer questions and/or give evidence in respect of any item of business included in the agenda. If the chairman of the meeting agrees, representations and questions may be taken at the beginning of the meeting. Members of the public wishing to speak at the beginning of the meeting should inform the Clerk of this request as soon as possible.

AGENDA ITEM 18

Accounts for Payment

Accounts for payment are to be circulated at the meeting for consideration by councillors.