

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

Present:

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 K Wood (ex-officio)	

Also present: Cllr L Johncock, Cllr C Jordan and Cllr R Kin

The meeting started at 7.35pm after a slight overrun of the previous meeting

FGP/18/040 **Apologies for absence**
Apologies for absence had been received and approved from Cllr Willis (family).

FGP/10/041 **Declarations of members' interests in agenda items**
There were no declarations made.

FGP/18/042 **Staff Matters**
1 Staff Absence Report
Members received a short report on the sickness absence of staff since the last committee meeting in October.
The clerk advised that only one member of staff had been absent for a period of 3 days.

FGP/18/043 **Policies & Procedures**
Members were asked to note that there were no current updates.

FGP/18/044 **Health & Safety Report**
Members were asked to note that since the last committee meeting in October there had been no incidents.

FGP/18/045 **Legal**
1 Totteridge Common
Members were asked to note that the area leased by Wycombe District Council had been handed back to the parish as the lease had come to an end. Future maintenance plans are to be reviewed at the next Open Spaces committee meeting.

FGP/18/046 **Neighbourhood Action Group**
Members were asked to note that the draft minutes from the last NAG meeting held on 15 November had been emailed out to all councillors on Wednesday 21 November.

Members were asked to note the following highlights relating to the parish council;

Report on MVAS Findings

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

MVAS Equipment

There was a newly demonstrated apparatus that could complement MVAS and has been 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

It was noted that Cllr Kin was asked to bring further information about the new equipment to a future meeting.

MVAS Maintenance Contract

Members were asked to consider the maintenance agreement offered by Swarco for the 3 MVAS.

It was RESOLVED that;

further clarification of the offer was required, specifically – ‘all parts for maintenance, or equipment failure will be provided with the contract price.’ Would this include calibration of the signs. Also, the swapping out of failed parts required clarification. Once clarified the contract could be instigate by the clerk, chairman and vice chairman of the committee.

FGP/18/047 Grants

Members were 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.

It was RESOLVED that;

the item be deferred to the next Finance & General Purposes committee once further information was available.

It was noted that the parish council were supportive of making defibrillators within the parish available on a 24/7 basis; purchasing heated cabinets for defibrillators to be mounted outside buildings.

FGP/18/048 Calendar of Meeting Dates 2019/20 (effective from January 2019)

Members were asked to consider the meeting schedule for 2019/20 along with recommendations for approval at the full Council meeting on Tuesday 18 December.

It was RESOLVED that;

the calendar of meeting dates 2019/20 be recommended to full council for approval.

It was noted that Cllr Herschel abstained from the vote – advising that he felt that the workload of the clerk had been under estimated.

FGP/18/049 Fees and Charges 2019/20

Members were asked to consider the fees and charges for 2019/20 for approval at the full Council meeting on Tuesday 18 December.

Members were asked to note that a 2% increase had been applied across the board.

It was RESOLVED that;

the fees and charges for 2019/20 be recommended to full council for approval.

It was noted that Cllr Wood declared a personal interest as she was in receipt of the chairman's allowance and abstained from the vote.

FGP/18/050 Website

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

It was noted that Cllr Herschel would be circulating a paper for the working party to read prior to meeting and it was agreed to meet before the end of January

FGP/18/051 Publicity

Members were asked to note that at time of agenda writing the newsletter was at the printers and should be ready for delivery prior to Christmas.

FGP/18/052 Project Summary Status

Members were asked to consider the future form of the updated Project Summary Status.

It was RESOLVED that;

monitoring of projects would be undertaken more closely at committee level with a report back to each full council meeting.

Cllr Herschel left the meeting at 8.23pm returning at 8.25pm

FGP/18/053 Committee & Council Finances (Month 7)

Members were asked to note the current position of the committee's income and expenditure and the Council finances.

It was noted that at the current run rate there would be a surplus at the end of the year.

FGP/18/054 Budget 2019/20

Members were asked to consider the budget for 2019/20 for approval at the full Council meeting on Tuesday 18 December.

It was RESOLVED that;

each committee would consider their budgets at the next meetings, with the overall budget being recommended for approval at the full council meeting on 18 December.

1 Community Infrastructure Levy

Members noted the current amount of CIL received and the suggested expenditure on current projects. No action was agreed.

2 Precept

Members were asked to consider one of the following options;

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

It was RESOLVED that;

a recommendation from the Finance & General Purposes Committee to full council not to increase the precept, showing a 0.0% change in the amount paid to the parish by individual households be approved.

Cllr Miller made his apologies and left the meeting at 8.45pm

FGP/18/055 Questions from council members and the public

There were no members of the public present.

Cllr Wood asked when the next advertisement for the deputy clerk.
The clerk advised that an advertisement would be ready for spring.

FGP/18/056 Accounts for Payment

Accounts for payment were circulated at the meeting for consideration by councillors.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 9699 and 9703 be signed and direct debits to EE, E-ON and SSE be approved.

It was noted that the direct debit to SSE was a re-calculation figure hence that was why it was so small.

It was also noted that the cost of the water for Widmer Pond had been extortionately high and needed to be controlled in the future.

The chairman thanked members for their attendance and closed the meeting at 8.50pm

Signed 

Dated 18 December 2018