

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Report of the meeting held on **Tuesday 17 January 2012** held in the
Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Present:

I Forbes Chairman (TG)	D Johncock (FH)
J Gurney Vice-Chairman (L)	M Wilkes (FH)
C Dodds (L)	L Willis (L)
S Herron (TG)	J Herschel (FH)

Also present: Cllr. D Onslow

AGENDA

1. Apologies for absence. K Wood (meeting at WDC)

2. Declarations of members' interests in agenda items

Cllr. J Herschel declared a personal and prejudicial interest in item 3 as he attends Christ Church and in item 10 - member's expenses; Cllr I Forbes declared a personal and prejudicial interest in item 10 – payment to Thames Water as he is an employee of the company.

3. Grants, subscriptions and donations

The committee agree to recommend to council the following:

- Grant of £500 towards the purchase chairs for the community hall at Christ Church
- Grant of £500 Penn & Tylers Green Cricket Club towards the refurbishment of the old cricket pavilion; subject to fulfilling the council's grant conditions
- Loan of £500 to Penn & Tylers Green Diamond Jubilee Committee, subject to satisfactory loan conditions being agreed (as arranged with the Clerk and RFO)
- Loan of £500 (if required) to the Flackwell Heath Cherry Fair Committee subject to satisfactory loan conditions being agreed (as arranged with the Clerk and RFO)

4. Calendar of meetings

The list of meeting dates for 2012 /2013 were agreed without amendment

5. Revision of fees, charges and allowances

The list was agreed but with an amendment to:

- Cemeteries: the fee for the interment of ashes where an arithmetical error was shown (was £310, shown as £170 but should have been £330)
- Allotments: the concession for those in receipt of a state pension be withdrawn, except for in-parish tenants at 1 April 2011 in receipt of a state pension, and the rent increased to £50 a year for a full plot (pro-rata for a half plot), subject to a consideration of the conditions of the tenancy agreements. Rents for new tenancies to be implemented as of 25 January 2012.
- Orienteering maps of Kingswood to be maintained at £1.00

6. Investment of general and ear-marked reserves

The committee agreed to the investment of reserves for periods of up to one year at a time through a recommendation of the clerk to the chairman and vice-chairman of the Finance and General Purposes Committee; the funds to be deposited in major UK-listed banks with interest rates being checked in at least three.

7. Audits: in-house and internal

The committee received a verbal report of the recent in-house audit. The clerk to review the issues raised and advise how the recommendations are being implemented. The written report is to be attached to the minutes of the meeting. The internal auditor is due to start work on Friday 20 January.

8. Precept setting

The committee reviewed and endorsed the committee's draft budget for 2012/13.

The committee then reviewed the draft budgets for the three service committees and agreed that they formed the basis of a realistic and balanced financial plan for the coming year. Noting that some amendments would need to be made by the RFO before being presented for confirmation at the next F&GP meeting on 27 March.

The committee considered options for the 2012/13 precept and agreed to recommend to council that we freeze the amount paid to the parish by individual residents, which because of a small increase in the number of properties and fewer benefit claimants would result in a precept of £346, 260. Wycombe District Council would confirm that the value recommended would show in their demand as a nil % change and the Clerk be authorised to agree any necessary small adjustment of the value if so advised by Wycombe District Council.

9. Report on committee expenditures

The report was tabled and no queries were raised.

10. 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.

11. Confidential items – exclusion of public and press

Members considered a confidential review and proposals for staff salaries from April 2012 presented at the meeting by the chairman and agreed to present them to council for their consideration and endorsement.

Members received a verbal report from the chairman in respect of possible options for additional grounds team resources. The topic was deferred for consideration to a later meeting.

Signed..... **Date**.....