

AMENDED MINUTES

WYTHALL PARISH COUNCIL

FINANCE POLICY & RESOURCES COMMITTEE

Minutes of Meeting held on Wednesday, 11th January 2017 at Council Office at 7.30.p.m.

PRESENT: Councillor Mrs.S.Baxter P.C.Chairman
Councillor Helen Cleaver
Councillor D.Bibbings
Councillor Mrs.S.Lee
Councillor S.Peters
Councillor P.Rattigan
Councillor Mrs.D.Taylor
Councillor L.Turner
Miss P.A.Harrison Executive Officer

1. **APOLOGIES:** None.
2. **ELECTION OF CHAIRMAN:**
Cllr.Rattigan explained that, due to personal circumstances, he had been unable to fulfil his duties as Chairman and, with regret, wished to stand down.
Cllr.Bibbings was duly elected to take over this role.
3. **ELECTION OF VICE CHAIRMAN:**
Cllr.Mrs.Baxter was duly elected.
- 4(a) **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS:**
None
- (b) **DECLARATIONS OF OTHER DISCLOSABLE INTERESTS:**
Cllr.Peters) Wythall Village Hall Trustee
Cllr.Helen Cleaver)
Cllr.Mrs.Baxter WorcsCALC Member
5. **WOODRUSH YOUTH MANAGEMENT COMMITTEE:**
The vacant appointment was discussed as referred back from Full Council and Cllr.Lee had expressed an interest in taking on the appointment. There were some discussions amongst the Committee that it would be better to have the flexibility of not appointing one person to the position. It was pointed out that this may not be feasible due to the possible requirement of the School to complete a DBS check. It was agreed that the Executive Officer would contact Miss Faye Parker to discuss what preference the Committee had as regards representation with the EO reporting back to Full Council.

ACTION: EO's report to Full Council.

6. **CONSULTATIONS/RESPONSES/DEVELOPMENT BRIEFINGS ETC:**

(a) NALC/No extension of referendum principles:

All members had received a copy of this report for noting only.

(b) Bulletins on national developments and meetings held on 2nd and 9th December 2016:

For noting only.

7. **CORRESPONDENCE:** None.

8. **FINANCE:**

(a) Bank/Budgets:

Figures in respect of November and December 2016 were presented and agreed to take to Full Council for ratification.

ACTION: Seek ratification at Full Council.

(b) Grants/Subscriptions:

(i) Federation of Burial and Cremation Authorities:

It was agreed to recommend to Full Council renewal of the annual subscription totaling £119.20 (same as last year).

ACTION: Recommend renewal to Full Council.

(ii) Clerks & Councils Direct:

It was agreed to recommend to Full Council that the subscription in respect of this publication costing £75 per annum should not be renewed but to investigate the possibility of obtaining an electronic copy from another source free of charge.

ACTION: Take recommendation to Full Council.

(iii) Wythall Village Hall:

A request for financial assistance received from the Chairman of Wythall Village Hall Trustees in the sum of £2000 to cover the cost of completion of the improvement works taking place at the present time the majority of which was being funded by a S106 Grant arising from the new housing development at Bleakhouse Farm (a total of nearly £32000) was discussed in detail.

Cllr.Mrs.Lee had raised some queries to which Cllr.Mrs.Baxter responded and it was agreed to recommend to Full Council a grant of £2000 be awarded in accordance with the General Power of Competence. This decision resulted from a vote of six "yes" one against and one abstention.

ACTION: Take above recommendation to Full Council.

(iv) Midland Air Ambulance Charity:
Information provided regarding “in Memoriam Donations” for future reference duly noted.

(c) Presentation of schedule of Invoices for payment in December 2016 and January 2017 for ratification at Full Council:

To note that those dealt with in December 2016 had been agreed in accordance with 5.2 of the Financial Regulations.

ACTION: Seek ratification at Full Council and recommend no Bank Transfer was necessary this month.

(d) Investment Accounts:

An independent Financial Adviser relating to investing in a longer term investment fund had now been located and Cllr.Bibbings would make contact and report back to Council.

ACTION: Cllr.Bibbings to contact Adviser.

(e) **BUDGETS 2017/2018:**

Cllr.Bibbings, together with Cllr.Mrs.Baxter, had now finalised figures for recommendation to Full Council, although one or two items required slight adjustment due to a material change in the income received by the parish since the budgets were produced. It was agreed to recommend to Full Council that a request to Bromsgrove District Council in respect of the precept for 2017/2018 be made for the sum of £123,789 (50p per week each household). It was noted that this increase in precept does cover the proposed budget this year and, based on the figures that were available, it would mean that the Council would need to agree to the overspend which would result in circa £11,000 being spent from the reserves which would mean that the Council would be utilizing funds that should be used to keep them within the reserves policy, this recommendation being made on the basis that the three year budget plan makes provisions to recoup these finds within the first year.

It was agreed to review Council’s Policy on Reserves in the light of new information to hand.

ACTION: Take above recommendation to Full Council.

9. **PARISH COUNCIL NEWSLETTER:**

The Executive Officer reported that the person employed by Woodrush High School to carry out the desktop publishing work had now left the School moving to a new position at Wheelers Lane Technology College and would not be replaced by the School.

Paul Mitchell had offered to continue carrying out this work on a freelance basis at the same rate as agreed with Woodrush, i.e. £224 for four editions.

It was agreed to recommend to Full Council that a new Contract be offered to Mr.Mitchell on the same basis as that with Woodrush.

ACTION: Recommend to Full Council that Mr.Mitchell be employed to take on this work.

10. **LOCAL COUNCILS AWARD SCHEME:**

The EO reported that the only remaining item to complete for this Award was that she should gain one point in respect of training and this was being investigated for completion as soon as possible.

11. **NEIGHBOURHOOD PLAN:**

Meeting of Steering Committee to be arranged.
The Executive Office gave an update as to possible funding.

ACTION: Arrange Meeting.

12. **DEMENTIA VILLAGE:**

Notes attached of informal Meeting at the Parish Office and permission sought from Full Council to continue investigating whether this would be an option for Wythall.

ACTION: Permission sought from Council to continue looking into this project.

13. **ITEMS BROUGHT FORWARD FROM COMMUNITY SERVICES MEETING HELD ON THE 8TH FEBRUARY 2017:**

(a) **Cemetery:**

Residents who had previously reserved a burial plot now requesting a refund due to them having moved away from the Village and no longer requiring the plot.

It was agreed to recommend to Full Council a refund of £1500 be made to the resident.

ACTION: Permission sought to make a refund as above.

(b) **Allotments:**

Authority sought to pursue the initial enquiry as to whether or not a Vodafone mast could be installed in the Allotments (See Community Services Minutes 8(b)). This, at the present time, would have no commitment involving the Parish Council.

ACTION: Permission sought in respect of above.

(c) **CHRISTMAS LIGHTS COMPETITION:**

Item 14(d) of Community Services Minutes attached refers).

ACTION: Suggestion for consideration.

14. **CHESTERWOOD:**
Cllr.Mrs.Baxter referred to discussions taking place with Bromsgrove District Council whereby they would possibly pay for work to be carried out to the trees to avoid any problems occurring for the next twenty years. The Parish Council could then continue to maintain the area as previously.
15. **ONGOING MATTERS TO BE PLACED ON AGENDA AS AND WHEN A REPORT IS AVAILABLE:**
(a) Community First Responders (Emergency Plan)
16. **ITEMS FOR NOTING ONLY:**
None.
17. **DATE OF NEXT MEETING:** WEDNESDAY, 8th February 2017 at 7.30.p.m

The Meeting closed at 9.00 p.m.