

## PARISH COUNCIL OF NEWLANDS

### MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON THURSDAY 2 JULY 2020 VIA A ZOOM TELECONFERENCE COMMENCING AT 7.30 pm

<u>Members:</u>	Cllr F Tingle (Chair)	(P)	Cllr O Barneveld	(P)
	Cllr A Berry		Cllr A Carden	(P)
	Cllr D Crichton	(P)	Cllr A Kirby	(P)
	Cllr J Parry	(P)	Cllr L Price	(P)
	Cllr M Read	(P)		

Also present was Tony Daniells, Clerk to the Council..

**010/21F Apologies:** No apologies were received.

**011/21F Declarations of Interest:** There were no Declarations of Interest made at this time.

**012/21F Minutes of the Previous Meeting**

The minutes from the Finance Committee Meeting dated 7 May 2020 were received. **It was unanimously RESOLVED that the minutes of the Finance Committee meeting be accepted as an accurate record and were duly signed by the Chair.**

**013/21F Public Participation:** There was no requirement for a public session.

**014/21F Correspondence:** There was no correspondence to receive.

**015/21F Finance**

- a) Orders for Payment: **It was unanimously RESOLVED that the payments detailed on the Orders for Payment (list 04) should be APPROVED in the sum of £183.64 including VAT and that NIL receipts are noted. Further payments of £496.33 (including VAT) made since the last orders of payment were RATIFIED.**
- b) Accounts: The accounts to 30 June 2020 had been previously circulated. A grant payment of £1,000 had been made to the Waterlooville Food Bank and the telephone budget would overspend due to the use of Zoom for virtual meetings. **NOTED.**
- c) Annual Return: **It was unanimously RESOLVED to request an extension for submission of the Annual return to the External Auditor until 13 November 2020 to allow the Internal Auditor to complete a review.**
- d) General Account: Committee consider the risk of fraud and where to hold the card. **It was unanimously RESOLVED to operate the General Account with Lloyds with a debit card and the card would be held by the Clerk until current restrictions were lifted.**

**016/21F Open Space**

- a) Committee considered the financial implications and the need for a business plan to support any decision on adoption of open spaces.  
In the discussions, Councillors covered
  - A call from the WCC Implementation Officer who advised that WCC do not manage open spaces outside of Winchester. As such WCC would hand over maintenance to a management company and pass on the cost through the Council Tax
  - WCC currently maintain open spaces at Newlands but wanted to offer this to the Parish Council for adoption.
  - A meeting with WCC was suggested as a way of moving this forward with Parish and Ward Councillors and WCC Officers..
  - Confidential discussions on costs and adoptions should be Exempt until agreed. The need to keep residents informed was considered. Matters of Policy could be discussed in open session.
  - New diversity requirements would make open spaces different and involve different management policies. Costs for maintenance may change as a result.

- Consideration needed to be given to spaces that were within both Havant BC and WCC boundaries. There was a need to interlock with HBC to ensure consistency.
- Possible users of the Town Park and Pavilion should be sounded out.
- The Finance Committee should focus on the financial aspects of open spaces and not encroach onto the responsibilities of the Amenities Committee. The final decision on adoptions would be the of the full Council.
- The bed of water courses should be maintained by the Environment Agency but the banks would be maintained by the riparian owner.
- The Parish Council had little experience in managing open spaces. The variety of spaces to be adopted would need support from WCC Landscape Architects to help prepare invitations to tender.
- Commuted sums for maintenance were designed to cover 20 years of costs. A fund should be built up over the years to fund maintenance.
- The maintenance schedule should be understood to fully understand the management obligations and hence the costs.
- It was suggested that the next steps should be a meeting with WCC Officers prior to consideration by the Amenities Committee and then the Finance Committee.

The Chair summarised the discussions.

**It was unanimously RESOLVED that the Clerk would organise a meeting with WCC Officers and this would be attended by members of the Amenities Committee.**

**017/21F** Other reports: There were no other matters Councillors wished to be considered for the next agenda..

The meeting closed at 8.19 pm. The next Finance Committee meeting will be held on Thursday 3 September 2020.