

PARISH COUNCIL OF NEWLANDS

MINUTES OF THE FINANCE AND PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 16 MAY 2024 AT NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, PO7 COMMENCING AT 7. 30pm

Members: Cllr A Berry (P) Cllr D Crichton (P)
Cllr A Carden (P) Cllr M Read (P)

Also present, Karen Seear, Clerk to the Council and two members of the public, including Cllr Bennett in her capacity as Chair of Newlands Community Group.

- 014/24F Apologies:** No apologies were received all councillors present.
- 015/24F Declarations of Interest:** No declarations made.
- 016/24F Minutes of the previous meeting and matters arising:** The minutes from the Finance Committee Meeting dated 4th April were received. **It was UNANIMOUSLY RESOLVED that the minutes of the Finance and Personnel Committee meeting be accepted as an accurate record and were duly signed by the Chair.**
- 017/24F Public participation:** Two members of the public were in attendance, Cllr Bennett Chair of Newlands Community group and the financial representative of the group. They were in attendance in case any queries arise regarding their request for a grant. The group has asked for £2,500. It was asked whether the group could provide a breakdown of what the money from the last grant, for the year 2023/24 was spent on. The community group also stated that they would display Newlands Parish council on all events as sponsors etc. **It was UNANIMOUSLY RESOLVED that the council will pay the community group the funds requested. This will be ratified at the next Full Council meeting.**
- 018/24F Correspondence:** The community group's request for a grant was already previously dealt with. The other item of correspondence was a quote for some outstanding ground work for the compound area. The quote was for, £1,889.92 excluding VAT. It was queried whether Nurture are still interested in sharing the toilets in the compound, as the work required is related to their use. The Warden was asked to chase this, Nurture may also contribute to the cost of the work. Once all work to the compound is complete the area is to be recorded as usable. Cllr Berry queried whether the dropped gate had been fixed? To be chased with Grainger. More work to get the broadband connection to the compound and hall had been carried out. Thanks were given to Cllr Price for the large volume of work he'd been doing. **NOTED.** The quote for outstanding work to the compound was accepted. Any further work to the compound will be dealt with by the Chair and Vice-Chair of the council.
- 019/24F Finance:**
- a) Orders for Payment – **It was unanimously RESOLVED that the payments detailed on the Orders for Payment (list 2) should be APPROVED in the sum of £6,632.98 including VAT and that £692.45 receipts are noted. Further payments of £5206.20(including VAT) made since the last orders of payment were RATIFIED.**
 - b) Bank Statements - The bank statements for April 2024 had been previously circulated. The statements were reviewed and the balances as at 30th April 2024 were agreed. The statements were signed by the Chairman. **It was unanimously RESOLVED that the bank statements were APPROVED.**

c) Accounts – The accounts for April 2024 were **NOTED**. The election reserve was queried as it was not currently shown on the accounts. The clerk will check this with the RFO. This will be of particular importance for budgeting purposes. Cllr Carden also queried the reserves. They are not shown on the new format accounts.

An informal meeting with the RFO and clerk and committee councillors was suggested.

The clerk asked whether the council's broadband payments could come from the council's hall account? This was agreed. **NOTED**.

d) Insurance - Insurance quotes for council insurance were received, it was considered the council's insurance to be acceptable but further quotes for van insurance were requested to ensure that the council is getting value for money. **NOTED**.

020/24F **OWL Recording:** The RFO had circulated information regarding setting up a camera system for recording and broadcasting council videos. It was asked whether the company could provide a presentation to the council. It was queried what the acoustics would be like in the temporary building for recording purposes. This could potentially be tested during the presentation. It was asked whether acoustic tiles may be an option? The RFO was asked to follow this up.

021/24F **Pension Services - Discretions Policy:** The clerk had received correspondence from Hampshire Pension Services regarding having the appropriate pensions discretions policy in place. This was passed on to Cllr Carden to review. He will go through the document and come back to a future meeting with recommendations. **NOTED. He was also asked to look at the council's current financial regulations as there may be some new regulations to be adopted. A synopsis of any changes will be considered by the council, to be considered at the next committee meeting. Potentially some regulations may require removal.**

022/24F **Other Reports:** There were no other matters to report.

The meeting closed at 8:20pm. The next Finance and Personnel Committee meeting will be held on Thursday 27th June 2024.