

OLD BASING & LYCHPIT PARISH COUNCIL

**Minutes of the Finance & Resources Committee Meeting
Held on Tuesday 18 September 2018 at 7.30 p.m.
at the Pavilion**

MEMBERS PRESENT: Councillors M Oszyk (Chairman), B Waller, S Durman, V Riley-Shaw, A Renwick

MEMBERS ABSENT: Councillor P Bloyce,

IN ATTENDANCE: Mrs S Tuck (Clerk), Mr L Orvis (Finance Officer)

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Councillor Bloyce.

2. AGREE TERMS OF REFERENCE

Cllr Durman suggested adding “consideration of long term financial planning”. The Terms of Reference were **agreed subject to this addition**.

3. TO RECEIVE MINUTES OF PREVIOUS MEETING

The Minutes of the previous full committee meeting on 28 November 2017 had been circulated in advance of the meeting and were **received and agreed**.

4. TO RECEIVE MINUTES OF LONG TERM FINANCIAL PLANNING MEETING

The Minutes of the above **sub-committee meeting** on 20 March 2018 had been circulated in advance of the meeting and were **received and agreed**.

5. TO RECEIVE DECLARATIONS OF INTEREST

There were no specific declarations of interest other than acknowledging all members were resident in the parish and therefore precept payers.

6. PUBLIC PARTICIPATION

There were no members of the public present.

7. CHAIRMAN’S COMMUNICATIONS

No items.

8. FORWARD PLANNING

8.1 The following items were discussed based on one quote obtained:

8.1.1 Repairs to recreation ground road/footpath. The footpath across the recreation ground is becoming increasingly unsafe and repairs are now urgent. Repairs/resurfacing of the driveway and car park, including re-painting parking spaces, was less urgent. **The following was agreed:**

- Recreation ground footpath resurfacing to be included in 2019/20 budget.
- Consideration to be given to repairing potholes in driveway rather than resurfacing.
- Car parking spaces to be repainted (it was not considered feasible for this to be done by the grounds staff).
- Re-design/resurfacing of the driveway parking bays to be postponed.

- Work to the driveway and car park to be postponed until after the building work is completed.
- Additional competitive quotes to be obtained for all work.

ACTION: FINANCE OFFICER/GROUNDS & FACILITIES MANAGER

- 8.1.2 MUGA. This facility does not generate income, is not widely used and no funds are allocated for repairs. The possibility of developer interest in building a sports facility and writing to potential leisure providers was suggested. Future use to be considered at next Facilities Management Committee. **ACTION: CLERK**
- 8.1.3 Tennis Court resurfacing. A survey to provide a guide to future costs & timescales is scheduled for 26 September. The Finance Officer will continue to set aside funds in the 2019/20 budget. To be discussed at the meeting with the Tennis Club on 15 October. **ACTION: FINANCE OFFICER**

8.2 Club Charges.

- 8.2.1 Changing the subsidy to a grant to be applied for by each club with the amount granted to be determined based on need was discussed with a view to implementation following the 2020 review.
The following was agreed:
- The subsidy of 40% will be held for 2019/20. **ACTION: FINANCE OFFICER**
 - Clubs to be advised of the proposed change at the 2019 Spring meetings.
 - All clubs should provide copies of their accounts and the 2020 review will be based on the accounts to year ended 31 March 2019.
- 8.2.2 Non-parishioner levy to be increased to £15.00 per annum for adults and juniors effective from 1 April 2019. **ACTION: CLERK**

8.3 Community Assets:

- 8.3.1 Lychpit Hall. The next Lease review date of 2020 was noted. To date no increase in rent has been implemented. It was agreed management of the hall should continue as this is the only parish facility in Lychpit. Lack of daytime hirers is an ongoing problem and Cllr Renwick suggested a series of promotional advertisements in the Gazette. Rates to be obtained. **ACTION: CLERK**
- 8.3.2 Management of the Beddington Centre. Recommend Parish Council discuss with Beddington Centre Committee representatives at the Spring meeting with a view to taking over from 2020 if agreed. It was agreed that all revenue from hires should be reinvested in the Centre as is the case with Lychpit Hall. Members had not received the latest Minutes & Accounts – Clerk to email.
ACTION: CLERK

Cllr Renwick suggested other possible revenue generating ideas as follows:

- Parish Council to take over production of the Newsletter to benefit from advertising revenue. **His request for permission to obtain costings and prepare a proposal for consideration at the next Communications Committee was agreed.**
- Hire of the recreation grounds for events such as a vintage car show - to be discussed at the next Parish Council Meeting. **ACTION: CLERK**

9. CONFIDENTIAL MATTERS

9.1 Future staffing was discussed as follows:

- Office staffing in the event of the Clerk or Deputy Clerk leaving.

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- The possibility of reducing office staff evening hours by Councillors taking meeting minutes.
- Possible cost savings by outsourcing grounds work. This was not considered an option unless the existing grounds staff resigned. Members all acknowledged the service and commitment of the existing grounds staff.

There were no further items for discussion and the meeting closed at 9.30 pm.

Signed

Dated