

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at the Council Chamber, Town Hall, Petersfield, on 16th November 2015 at 6.30 pm

PRESENT: Cllr G Watkinson (Chairman), Cllr Mrs H Ayer, Cllr J Deane, Cllr J Matthews & Cllr P Strawbridge.

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk) Mr S Field (Office & Committees Manager) and Town Mayor Cllr Mrs L Farrow, and one member of the public. There were no members of the Press present.

F 0464 **CHAIRMAN'S COMMENTS**

The Chairman mentioned that the bus shelters had now been inspected, and an order placed to replace windows and in one instance, the complete bus shelter. Funds to cover the £8000 were already available from an existing fund provided by HCC. Auditors had visited the offices last week and there would be a full report on their findings in the next meeting.

F 0465 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr P Humphries

F 0466 **GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT**

No requests for dispensation had been received.

F 0467 **DECLARATIONS OF INTEREST**

There were no declarations of interest

F 0468 **PUBLIC REPRESENTATION**

No representation to speak had been received.

F 0469 **APPROVAL OF MINUTES**

RESOLVED that the Minutes of the Meeting held on 19th October 2015 be approved and signed by the Chairman.

F 0470 **FINANCIAL RECOMMENDATIONS FROM COMMITTEES**

Public Halls meeting held on 9th November 2015

PH0443 **FESTIVAL HALL DAMP INGRESS UPDATE REPORT**

RESOLVED that investigation should be made as to whether the roof contractor should be engaged to re-render the coping stones, and that 3 quotes should be obtained for this work.

PH0444 **FESTIVAL HALL MAINTENANCE**

RESOLVED: that a quotation of £5878 is accepted for replacement drapes. Members were advised that the successful contractor was J & C Joel

RESOLVED: that a quotation of £785 plus VAT is accepted for the replacement of an extractor fan. Members were advised that the successful contractor was Regal Environmental Systems Limited

PH0445 **FESTIVAL HALL MANAGER & FINANCE OFFICER OFFICE LIGHTS**

RESOLVED: that the quote for £900 should be approved to replace the current lighting with LED light fittings. Members were advised that the successful contract was H Monfared (Builders) Limited

F 0471 **TOWN CLERK'S FINANCIAL REPORT**

Members received and noted the Finance Report from the Town Clerk, a copy of which is attached to these Minutes at (*Appendix A*).

F 0472 **BANK RECONCILIATION**

Members received and noted the latest bank reconciliation, together with balance sheet details, a copy of which is attached to these Minutes at (*Appendix B*).

F 0473 **LOCAL GOVERNMENT PENSION SCHEME 23RD OCTOBER 2015.**

Members received and noted a report regarding Local Government Pension Scheme annual meeting.

F 0474 **CHANGE OF SIGNATORY FORM FOR CCLA**

Members received a CCLA signatory document to consider which councillors should be put forward to be the signatories. It was agreed that these should be the same 6 as per the current account, plus the Finance Officer.

RESOLVED: that the same councillors sign on the CCLA mandate as the other bank mandate with 2 from the following 6 councillors being required to sign. Cllr G Watkinson, Cllr M

F 0475 **PROPOSAL FOR NEW SAVOY CINEMA LEAFLET**

Members received an example and costs for a newly design New Savoy Cinema leaflet. Discussions took place regarding colours, fonts, logo, layout etc.

RESOLVED: that members approved in principle the new size and the production of the New Savoy Cinema leaflet by Petaprint on the lines of what the brochure that had been viewed with minor variations as requested.

F 0476 **HAMSHIRE COUNTY COUNCIL DRAFT WALKING STRATEGY OCTOBER 2015**

Members received and considered a proposal from Hampshire County Council regarding a 'walking strategy'. A discussion took place on how the council should respond.

RESOLVED: that a response be submitted noting that many of the proposals are supported by policies within the Neighbourhood Plan. It was also commented that there was a need to link the town with the surrounding countryside with footpath links, and bridges over main roads.

In view of the confidential nature of the business about to be discussed, it was

RESOLVED: that the public and press be asked to leave the meeting for the confidential session

CONFIDENTIAL

F 0477 To consider any confidential staff, financial or other recommendations from committees.

Grounds meeting held on 12th November 2015

G0462 RAMSHILL OPEN SPACES

RECOMMENDED: that the Town Council would agree to adopt the public open spaces on the Ramshill Estate providing the existing contract between Taylor Wimpey and Greenbelt can be broken and subject to an appropriate commuted lump sum of money for open spaces maintenance being provided, and the play area being brought up to a standard meeting Rospa requirements or an equivalent lump sum being supplied

F 0478 **PETERSFIELD RUGBY CLUB**

RESOLVED: that permission be granted to Petersfield Rugby Club to enter into an agreement with Petersfield Town Junior Football Club to use land contained within the Rugby Club lease demise for a one year period

There being no further business, the meeting closed at 8.12 p.m.

DRAFT