



## Minutes of the Meeting of the Finance Committee Held On Tuesday 21<sup>st</sup> March 2017 at 8.00pm in the Community Office

**Present:**

**Councillors:**

Tony Williamson (TW) - Chairman  
Ian Hill (IH) – Vice-Chair  
Matt Reid (MR)  
Nicky Smallbone (NS)  
Roger Beattie (RB)

**Officer:**

Kristina Tynan (KT)

**In Attendance:**

Fergus Lapage

13/17 Apologies for absence  
Stephanie Van de Pette.

14/17 Chairman's Remarks  
There were none.

15/17 To approve the Minutes from the Meeting on the 4<sup>th</sup> January 2017 which were received by Council on 10/1/2017

**Resolved:** That these minutes were a correct record of this meeting and that they be signed by the Chairman.

16/17 Matters Arising

**Watlington Hoard** (Minute 06/17 refers) – TW said that he has seen the original coins and was amazed how small they are. There is fundraising in the Town to purchase a replica set which will be held in the Library. Fundraising events include the talk by James Mather on the Hoard, The Easter Egg hunt which will give half the profit to this and also Tim Horton is giving some Walks in the Town to raise funds.

17/17 Declarations of Interest

There were no declarations of interest notified.

18/17 1. Budget

**1. 2017/2018**

There was no discussion needed on this.

**2. Budget 2016/2017**

KT reported that she is working on the 2016/2017

19/17 Staff Issues

1. **Job Specification for Assistant Clerk and Advert** – NS produced a draft advert which was discussed. It was noted that the job specification still needs to be produced. NS, FL and KT will do a draft of this for April and will circulate to all members. It is hoped the job will be advertised in June.

**2. Pensions**

TW said that everything has been done to comply with the Law. It was agreed that the first year WPC should contribute 2% with the employees contributing 3%. It was agreed that we change our payroll package from IRIS to SAGE which will work out to be the cheapest and easiest option to manage payroll and pensions.

20/17 Other Financial Issues

**1. General Power of Competence Certificate**

It was noted that we no longer have enough elected Councillors to be able at this time to achieve this status. The Clerk will do the course to obtain the certificate, however there is no urgency for her to do this.

**2. Rent Review of Watlington Sports Field**

IH said that this rent review is due now, March 2017. He has spoken to a few people regarding appointment of an Agent and has spoken to two possible people we could employ to negotiate with Beechwood Estates. After discussion it was:

**Resolved:** That IH, MR and KT be delegated to appoint an Agent on behalf of WPC.

**3. St Leonard's Churchyard Grant for 2017** - letter from the PCC was attached to the agenda.

It was noted that the churchyard is for all Watlington residents and therefore the WPC has some responsibility in helping to look after this space. WPC has allocated £850 towards this in the 2017/2018 budget.

**Resolved:** That we continue the grant of £850 towards the Churchyard for 2017/2018 and inform the PCC of this.

**4. NP Forum Expenditure**

The NP Forum had asked for approval of the following payments from the Locality Grant:

1. £600 for publicity, information leaflet and display panels.
2. £1500 for consultancy support for the Environment Statement from Community First Oxfordshire.
3. £4,500 towards the Traffic Consultation for the town centre traffic management strategies.

**These were agreed.**

They have also requested agreement from the NP for £250 from the 2017/2018 budget for paper and printing for the Consultation after Easter. **This was agreed.**

21/17 General Issues

**Funding for Schools** – MR asked if WPC could or are able to give funds to help schools with their budgets being cut in the next financial year. It was stated that schools and education are the responsibility of the County Council and Parish Councils do not have a power to help maintain school funding.

**Community Group to run the Comet Thame Market Day Bus Service** - It was noted that the Parish Council is unable to give a grant for this bus and also sell bus tickets. A community group needs to be set up to take over negotiations with Comet, sale of bus tickets and payment of Comet bills.. NS said she will speak to the Volunteer Driver Group to see if this is something they would consider taking on. IH will also speak to Alex Tait who was part of the CIO which in the past ran the bus from Watlington to Lewknor.

**Appointment of a Member to the Finance Committee**

**RECOMMENDATION TO COUNCIL:** That Fergus Lepage be appointed onto the Finance Committee.

22/17. Correspondence

1. **SLCC – Do we wish to join this** – It was noted that this would cost in the region of £200. NS and KT will look into this and see if it would be useful to join.

2. **Carter Jonas** – Rent Review 1<sup>st</sup> March 2017 – Asking who they should contact regarding negotiations – **discussed above.**

23/17 Any Other Business

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.30PM**