



Minutes of the Meeting of the Finance Committee Held on Tuesday 20th May 2014 at 8.00pm In the Community Office

Present:

Councillors:

Tim Horton
Ian Hill
Roddy Orr
Tony Williamson
Robin Wilson

Officer:

Kristina Tynan

26/14 Apologies for absence
There were no apologies.

27/14 Election of Chairman
Ian Hill nominated Tim Horton and this was seconded by Roddy Orr. There were no other nominations.
Resolved: That Tim Horton be elected as Chairman unanimously.

28/14 Chairman's Remarks
TH reported that in terms of Council Tax Precept, Watlington used to always be near the top about 6th in the list of Parish Councils with the highest precept, however now Watlington is about 11th. Watlington is 4th amongst its peer Councils, that of larger villages. Berinsfield, Chalgrove and Chinnor and now precepting higher. Chalgrove's precept is now £97,000 compared to Watlington's which is £84,192 and which has a similar population.

29/14 Election of Vice-Chairman
Tim Horton proposed Roddy Orr and this was seconded by Ian Hill. There were no other nominations.
Resolved: That Roddy Orr be elected as Vice-Chairman unanimously.

30/14 To approve the Minutes from the Meeting on the 25th February 2014 which were received by Council on 11/3/2014
Resolved: That these minutes were agreed as a correct record and that they be signed by the Chairman.

31/14 Matters Arising
a) **Grass Cutting Tenders** – Berinsfield Community Business have been appointed with the stipulation that if there is any increase in costs Council must agree to these.

b) **BACS** – This will be discussed under Agenda Item 10.

c) **Car Park Contributions** – It was noted that the main contributor is the Co-op who have paid £8000 for the year 2013/2014. TH said he has written again to Barclays Bank and has received an acknowledgment. He has also sent a letter to Diamond Flooring. The Clerk will be sending letters and invoices for this financial year to the local businesses soon.

d) **Recreation Ground signs** – It was agreed that we apply to the Infrastructure Fund at SODC for funding towards this. The cost of the sign is in the region of £500. KT to check what the cost of installation would be.

e) **Boiler** – The new boiler is now installed.

32/14 Declarations of Interest

There were no declarations of interest notified.

33/14 Budget/Reserves

a) **Arrangement for Internal and External Audit** – The Clerk will be submitting the accounts to the Internal auditor shortly. It was noted that the accounts have to be with the External Auditor BDO by 30/6/2014.

b) **Urgent Item – Skate ½ pipe** – TH to report

TH reported that all of the key plates have sprung up and when BW and he visited the site they deemed it very dangerous. TH has contacted organisations who deal with ½ pipes to get advice on the skate ½ pipe. TH reported that he and BW felt it reasonable to take down all the metal pieces and this has been done and the area taped off to close this piece of equipment off. Unfortunately with taking down the steel plates they are now circulating around the recreation area which is a concern for safety but not as much as the skate ramp was. However we now have the concern about finding the money to restore this facility. The skate ½ pipe is about 15 years old (installed in 1999) and cost £15,000 which was paid for by grants. TH has a meeting with RSS tomorrow at 4pm to see what advice and cost they would give. He is also meeting a company called AW Grace and also Anthony Ramsey. We will need to put on a new layer of marine play (approx. £600-£700) and can re-use the metal sheets. An application will be sent to the Doris Field Trust and TH will put in the application for this.

After discussion it was agreed the following:

RECOMMENDATION TO COUNCIL; That we use the £2000, which is in earmarked reserves for Play Equipment as a first call and advise the Operations Committee that they stay within this parameter if possible.

c) **Any other budget/reserve items.**

There were none put up for discussion

34/14 Staff Issues

1. **Report on Staff Reviews** –IH to submit the reports for the next meeting.

35/14 Other Financial Issues

a) **Proposal for a 'Watlington Fund'** –TH and TW still need to meet up to discuss how this could be taken forward and they will then bring a report back to this committee.

b).**Development of funding for depreciation of Assets** – RO said that we could do a major inventory analysis of items which cost over £3,000 for example, with some indication of when items would need replacing. As regards items in the Recreation Area, TH will organise this.

c) **Neighbourhood Plan** – Appointment of assistant and anticipated costs. IH had given out a note on this. After discussion it was:

Resolved: That this issue be delegated to the NPCC to make their own appointment.

d) **Use of SODC 'Infrastructure funds'**. –TH stated that he has spoken to the Officer who deals with this and SODC would not be phased by getting regular applications on a piece by piece basis as long as the criteria is being fulfilled. They fund up to 50% of a project. It was agreed that a piece on this be publicised in the Watlington Times. The Operations Committee should be putting in an application shortly for bins and signs.

e) **Electronic Payment to HMRC** –The note from NALC was noted.

Resolved: That a payment to HMRC only, be allowed to be made by BACS payment by the Clerk. There must either be the Chairman of Finance or the Chair of the Council present when the transaction is made.

It was noted that we will need to discuss electronic payments when we next update our Financial Regulations. It was agreed that this be done for the September meeting and TH will go through these and advise at the next meeting. It was noted that changes will need to be made to sections 6, 7 and 11.

36/14 General Issues

1 **Zurich Insurance Policy Renewal for 2014/2015** – This was discussed and it was:

Resolved: To formally agreed this and note the increase of 3% on the three year agreement that we have with Zurich.

It was noted that the crowd barriers at the Sports Field have been added to the policy.

37/14 Correspondence

1. **SODC** – Information on their Infrastructure Fund. - Noted above.

2. **.Ashtav** – Do we wish to subscribe to this?

Resolved: That we subscribe to this at a cost of £25 per annum.

3. **Opus Energy** – Changes to Network Charges and Renewable Obligation – Noted.

4. **NALC** – Accounting for council tax support in a Council's Annual Return – Noted.

5. **BDO** – Notice of the Annual Accounts for Year Ending 31 March 2014 – Noted.

6. **NALC Financial Information and Guidance on:**

1. Repeal of s150(s) of the Local Government Act 1992- Implementation

2. Draft New Financial Regulations

3. Electronic Payment to HMRC

1-3 were noted.

38/14 Items for Next Meeting.

1 .Pavilion Accounts – NB to be invited to the meeting

2 .Depreciation of Assets – RO

3. Youth Club

4. Financial Regulations Review -TH

39/14 Any Other Business

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.52PM