

STEDHAM WITH IPING PARISH COUNCIL **DRAFT**

Chairman: Lucy Petrie

Clerk: Morag Birch

email: clerk@stedhamwithiping-pc.gov.uk

website: <http://www.stedhamwithiping-pc.gov.uk>

**MINUTES: Meeting of SIPC Finance & General Purposes Committee
No. 5/Year 4/15-19**

Held on: Thursday 10th January 2019 7:00pm at Stedham Memorial Hall

Present: Olia Mitskevich (F&GP Chairman)

Lucy Petrie

John Wheelhouse

Martin Perry

Catherine Myres

In attendance: No-one

The Openness of Local Government Bodies Regulations are in force, giving a right to members of the public to record (film, photograph and audio-record) and report on proceedings at meetings of the Council and its Committees.

1. APOLOGIES FOR ABSENCE: None

2. MINUTES OF PREVIOUS MEETINGS: Minutes from 12th December 2018 reviewed and signed

3. DECLARATIONS OF INTEREST: None

4. 2019 – 20 BUDGET PLANNING

4.1. Awaiting response from MRG re request for MRG to take back control of their funds.

ACTION: CLERK

4.2. Telco 11th January with email service provider re status and action required to manage retained email accounts. **ACTION: CLERK**

Update website with brief biographies of new Councillors. **ACTION CLERK**

Complete list of local organisations to be contacted with regard to whether they want their information to appear on the website and request not to affix notices to the village gates or finger-post. **ACTION: CLERK**

4.3. Confirm with Stedham Memorial Hall cost of use of video equipment. Also, action required re removal of clause in the charitable trust agreement for the Recreation Ground which prohibits the consumption of alcohol. **ACTION: CLERK**

4.4. RFO confirmed insurance would cover defibrillator and cabinet, but need to confirm cost of cabinet and installation. Cost breakdown to be prepared. **ACTION: CLERK & RFO**

4.5. Next Risk Assessment review to be arranged. **ACTION: MP & CLERK**

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4.6. Ongoing costs of running statutory Allotments needs to be reviewed in light of increased rent charged by WSCC, water bills and general maintenance. **ACTION: CLERK**

4.7. Confirm costs & benefits of arranging for skip to be available in the village at the time of the Spring Clean. **ACTION: OM.** Also confirm what previous year's costs have been. **ACTION: CLERK** confirm with RP.

4.8. Contract for general Parish maintenance, including grass and hedge cutting and weed control had been put out to tender. Two responses had been received, one of which was from current provider declining to quote.

Need to establish frequency required for maintenance of the different elements, ie recreation grounds and church yards. Also need additional quote for comparison. Existing provider to be contacted to see whether he would re-consider his position.

ACTION: OM & RFO

Letter to be written to WSCC re. their responsibilities to trim verges and clear ditches. **ACTION: CLERK**

4.9. Budget Monitoring & Control spreadsheet – it was agreed that further discussion/modification could be postponed until required, ie when new budget starts in April. **ACTION: CLERK & OM** to include on future Agenda.

4.10. Budget spreadsheet, including proposals for all items, comparison with previous year's budget and 3 possible scenarios based on different increases to the current precept, was tabled and reviewed item by item. The spreadsheet was updated and subsequently re-issued by OM, to all members, for discussion at the SIPC meeting due 16th January. CDC deadline for submission is 25th January 2016. **ACTION: OM**

4.11. As part of examination of current costs, with a view to reduce, the annual payment to SSA was queried. **ACTION: MP** to talk to SSA re. requirement for grant.

5. DATE OF NEXT F&GP MEETING: TBA

6. IT WAS RESOLVED TO EXCLUDE THE PUBLIC PRIOR TO STARTING DISCUSSION OF AGENDA ITEM 7

7. REVIEW STATUS AND REQUIRED ACTIONS

Actions to ensure readiness for possible legal proceedings were identified and allocated as appropriate.

Conclusion 8:45pm

CHAIRMAN:..... **DATE:**.....