

## PULBOROUGH PARISH COUNCIL

A Meeting of the Finance and Policy Committee was held at the Sports Pavillion on Thursday, 5<sup>th</sup> April 2007 at 7.30 pm.

**PRESENT:** Mr I Kiverstein (Chairman)  
Mrs H Black  
Mrs J Botting  
Mr J Noble

**25. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mrs Barnett and Mrs Watson.

**26. DECLARATION OF INTERESTS**

There were no declarations of interest.

**27. MINUTES**

RESOLVED: that the Minutes of the Meeting held on 8<sup>th</sup> February 2007 be received and signed.

**28. Matters Arising**

The Clerk advised that the gates for both Recreation Grounds had been installed by Shane Keen.

Members were informed that meetings with representatives of outside bodies giving presentations were now scheduled to start at 7.00pm and extra Planning and Services meetings now took place at 7.00pm., before Full Council meetings. The Clerk asked the Committee for guidance as to what should happen when there were both presentations and Planning and Services meetings. The members RESOLVED the discussion of planning applications should be held at the end of Full Council meetings.

The Clerk informed members that the lamppost in Spinney North garages had been replaced.

Section 106 funding was discussed and Mr Kiverstein agreed to follow up his own contribution plus that of the development opposite the Red Lion public house and asked the Clerk to remind him of this in two weeks time.

The Clerk and Assistant Clerk thanked the Committee for allowing various work to be done on the Parish Office and advised members the blinds, security light and shelf were all in place and were a great help.

**29. Public Speaking**

No member of the Public wished to speak.

**30. Staff Appraisals**

Mrs Botting thanked the Clerk for conducting the staff appraisals.

The resignation of Mrs Rhoder due to ill health was noted and it was RESOLVED to purchase a small gift to thank her for her loyal work, running the Multi-Sports Facility. It was also noted that Mrs Rhoder had already found and trained a replacement.

The Committee RESOLVED a small float should be arranged for the Clerk and Assistant Clerk, to enable them to purchase sundry items, such as postage stamps, without having to use their own money and wait to be reimbursed at a later date. Mr Kiverstein agreed to speak to the book-keeper to put this in place.

Reports on the staff appraisals were received by members and the contents were noted.

**31. Sports and Social Club Buildings Insurance**

The members noted the contents of a letter from Allianz Cornhill stating the insurance premium would be higher than at first quoted, due to the structure of the buildings. The Clerk was instructed to contact the insurance company, requesting the renewal amount be advised to the Council as soon as possible, thus allowing time to obtain further quotes if it appeared to be too high.

**32. Contracts and Tenders**

Members discussed the procedures for obtaining contracts and tenders in respect of the proposed new Sports and Social Club, as laid down in the Parish Council's Standing Orders. It was agreed a sub-Committee should be elected, reporting to the Finance and Policy Committee and Mr Kiverstein agreed to contact the Councillors concerned to reiterate that everything must go through this Committee. The Clerk advised members that Nick Cousins from the Cricket section had volunteered to serve on the sub-Committee.

**33. Bank Reconciliation Reports for January and February 2007**

Members received the reports and noted they were for information only.

**34. CORRESPONDENCE**

**34.1 Audit Commission**

The Committee noted that Mazars had been elected to be the Parish Councils' auditors for this year, after which this work would go out to tender.

**34.2 Anderson Longmore and Higham – The Bowling Club**

Members received the letter from the solicitors concerning the land covenanted to the Parish Council for use of a bowling club and noted that, even though the Club wished to be moved to a new location, this

would be in breach of the covenant of 1947. The Clerk was instructed to contact Anderson Longmore and Higham to ascertain what procedure would need to be followed for releasing the covenant.

**35. URGENT MATTERS RAISED BY COUNCILLORS**

Mrs Botting reported she had just seen two boys swinging on the new gate recently installed on the Recreation Ground. She had asked them to desist, to no avail. The Clerk was instructed to see if the gate could be locked to stop it being damaged.

Mr Noble reported potholes in Nutbourne Lane, between Stone House and Redfold Farm. The Clerk was instructed to advise WSCC Highways Department and request immediate repair.

**36. PAYMENTS**

RESOLVED: that the following payments be authorised and cheques drawn:

Horsham District Council	£165.89
Pulborough Social Centre	£60.00
Pulborough Social Centre	£400.00
J Randall	£450.03
SLCC	£10.80
Anderson Electrical Services	£1544.23
L Hoff	£13.55
Anderson Longmore Higham	£209.39
Maudesport	£96.88

**The Meeting closed at 9.02pm**

..... Chairman

..... Date