

PULBOROUGH PARISH COUNCIL
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MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING

HELD ON THURSDAY 10th April 2008 AT THE SPORTS PAVILION

PRESENT: Cllr Kiverstein (Chairman), Cllrs. Mrs Barnett, Mrs Black, Mrs Botting, Ellis, Noble and Qusted.

IN ATTENDANCE: Lesley Hoff (Clerk)

The meeting opened at 7.38pm

90. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs Roberts.

91. DECLARATIONS OF INTEREST

There were no declarations of interest

92. MINUTES

The Committee then RESOLVED to agree and approve the Minutes of the Meeting held on 13th March 2008 as a true and accurate record of the proceedings and the Chairman signed them.

93. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS

The Clerk reported that she had had a long conversation with Andy George of EDF Energy. EDF had no records of the removal of the missing lamppost in Church Place, other than to say it snapped and the person dealing with the matter had died a few years ago. He assured the Clerk that the Council had not been charged for that person's work.

The Clerk informed members the Fire Risk Assessment had still not been done.

The Committee was also advised that a quotation from Came and Co. for insurance was due imminently.

94. ADJOURNMENT FOR PUBLIC SPEAKING

There were no members of the public who had given notice of wishing to speak.

95. PROCEDURES FOR CONTRACTORS WORKING AT THE SPORTS AND SOCIAL CLUB

A report from Cllr Qusted concerning procedures for contractors working on any of the Parish Council's property had previously been copied to the Committee.

Following a lengthy discussion, it was AGREED that proof of the contractors' Public Liability insurance should be seen before any quotation was approved. It was further RECOMMENDED that all contractors presently used

by the Council should provide a copy of their Public Liability insurance and Health & Safety procedures so a list of approved contractors could be drawn up.

The Clerk showed members the Emergency Testing Logbook and advised that monthly checks were required and would be done by the office staff.

Cllr Kiverstein proposed these procedures be adopted and this was seconded by Cllr Noble and RESOLVED by the Committee.

The Chairman thanked Cllr Quested for all his hard work on this matter.

96. INCREASE IN PRECEPT

The Chairman explained that it had been misunderstood how the HDC arrived at the percentage increases for the precept, as shown on council tax bills. The extra houses at present being completed would not be included for two years and so the Parish Council was incorrect to include them when calculating the percentage increase arising from it's required precepts. Nevertheless the monetary amount of £145,000 was appropriately set.

A general discussion followed and it was agreed the Committee now understood how the percentage increase was calculated and no further action was necessary. The members felt it was a shame HDC had not contacted the Parish Council, when a letter of explanation to the increase, sent by the Clerk, showed the calculations were incorrect.

97. HOURLY RATE FOR MSF

After a brief discussion it was AGREED to defer consideration of the increase of the rate charged for use of the Multi-Sports Facility until a further meeting to discuss staff issues had taken place.

98. LETTERS FROM NATWEST BANK

The contents of the letters from NatWest Bank were noted but no further action was deemed to be necessary.

99. CORRESPONDENCE

The Correspondence is attached to these Minutes as Appendix 1.

100. URGENT MATTERS RAISED BY COUNCILLORS

There were no urgent matters raised by Councillors.

101. PAYMENTS

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

Pulborough Social Centre	£62.70
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The meeting closed at 8.35pm

.....CHAIRMAN

.....DATE

1. EDF-Energy

Members received notification that the maintenance costs for street lighting will be increased from 1st May 2008 and noted street lighting would be on the next full Planning & Services agenda.