

PULBOROUGH PARISH COUNCIL
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MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING

HELD ON THURSDAY 9th October 2008 AT THE SPORTS PAVILION

PRESENT: Cllr. Mrs Black (Vice Chairman), Cllrs. Mrs Botting, Ellis, Jolliffe, Quested and Mrs Roberts.

IN ATTENDANCE: Lesley Hoff (Clerk)

The meeting opened at 7.01pm

27. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Mrs Barnett, Clarke and Kiverstein.

28. DECLARATIONS OF INTEREST

There were no declarations of interest.

29. MINUTES

The Committee then **RESOLVED** to agree and approve the Minutes of the Meeting held on 11th September 2008 as a true and accurate record of the proceedings and the Vice Chairman signed them.

30. THE CLERK'S REPORT

The Clerk reported that the measuring of the allotments had not yet been undertaken.

The leafblower had been discussed at the last Recreation and Open Spaces Committee and was an agenda item for the next full Council meeting. Members were asked to note the price was in the region of £1600 plus VAT for budget purposes.

The Clerk informed members that the Wages and Salaries account had been closed by NatWest Bank following the outsourcing of the payroll to WSCC.

The Committee was advised that the Pulborough Community Partnership's request for the Council's backing for the purchase of Christmas lights, using s106 funding, had been discussed at the last meeting of the Recreation and Open Spaces Committee

31. ADJOURNMENT FOR PUBLIC SPEAKING

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

32. PARISH COUNCIL DISCRETIONARY GRANTS

Cllrs Ellis and Jolliffe offered to prepare a draft of the Discretionary Grants ready for the next meeting of the Committee. It was noted that the amount set aside was £5000 less £150 already paid towards the Harvest Fayre.

33. WISH LIST 2009/2010

Members agreed to rename the Wish List the Projected Planning List. The Clerk was instructed to add funds for a Village Design Statement to the list. A new accounting system was thought to be too urgent to be included. The Clerk was instructed to ascertain whether Sage provided a system specifically for Parish Councils and to get the costings for a new system.

34. DEPUTY CLERK

The Committee were asked to ratify the promotion of the Assistant Clerk to Deputy. Cllr Mrs Black proposed the motion and it was seconded by Cllr Mrs Botting. The Committee **RESOLVED** the Assistant Clerk should be promoted with effect from the 1st November 2008.

35. LETTERHEADS

Members studied the three choices and a decision was made as to which letterhead should be adopted. However, Cllr Quedsted was asked to see whether a slight alteration could be made before the letterheads were printed.

36. BUDGET PREPARATION

After a lengthy discussion, it was agreed the Clerk should prepare a draft budget allowing for a 10% increase in utilities, 5% in other expenditure and 4% in salaries. It was noted that repairs to street lighting, before WSCC would take over the maintenance, was in the region of £2700.

The Clerk was also instructed to ascertain from HDC how many Council Tax payers there are in Pulborough parish.

37. PRECEPT

Members noted that the precept would be discussed in detail at the next meeting of the Finance and Policy Committee, when Cllr Kiverstein would be present and the draft budget would be ready.

38. QUARTER 1 INCOME AND EXPENDITURE V BUDGET

The Committee received the report and noted there were no apparent problems.

39. THE GREENING CAMPAIGN

Members had received reports on the Greening Campaign and whilst agreeing with the principle, felt the layout of the village would make such a campaign impracticable for Pulborough.

39. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

Cllr Ellis asked for a discussion on how to make the Committees have more interaction, so as to make decision making quicker. This to be included on the next agenda.

40. CORRESPONDENCE

The Committee received a letter from EDF Energy advising the maintenance contract for street lighting would be withdrawn on 31st March 2009.

41. PAYMENTS

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

HDC	£210.80
HDC	£275.87

DJ Flynn Services	£188.00
Mr F Riddle	£9.80
Pulborough Social Centre	£60.95
Pulborough Social Centre	£462.50
Cleaver Tree Services	£205.62
Harwoods	£71.35
WSSC Payroll	£4697.54

The meeting closed at 9.00pm.

.....CHAIRMAN

.....DATE