

MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING

HELD ON THURSDAY 15th January 2009, 7.30pm AT THE SPORTS PAVILION

PRESENT: Cllr Kiverstein (Chairman), Cllrs. Mrs Barnett, Mrs Black, Mrs Botting, Ellis, Jolliffe and Qusted (until 8.42pm).

IN ATTENDANCE: Lesley Hoff (Clerk)

The meeting opened at 7.32pm

60. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Clarke.

61. DECLARATIONS OF INTEREST

Cllr Qusted declared an interest in agenda item 9, the Bowling Club lease as he is Treasurer of the Bowling Club.

62. MINUTES

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

63. THE CLERK'S REPORT

The Clerk reported that she and the Deputy Clerk had that morning visited Southwater parish Council for a demonstration of the Scribe accounting system. They had an appointment on Monday 19th January 2009 at North Horsham parish Council to be shown the RBS Omega system and would report the findings to the Committee at the next meeting.

A Councillor asked for an update on the measuring of the allotments and was advised this would be done within the next few days.

A Councillor asked if the Councillors' monthly surgeries were to take place. The Clerk advised this was an item on the full Council agenda for 22nd January 2009.

64. ADJOURNMENT FOR PUBLIC SPEAKING

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

65. FREEDOM OF INFORMATION ACT

Members received the Clerk's report on what was needed to be put in place regarding the Freedom of Information Act. The Clerk was thanked for the hard work that she had put into the report.

66. EARMARKING FUNDS

The Committee received the Deputy Clerk's report on earmarked funds. It was **AGREED** the Committee should recommend to full Council that £20,000 was redesignated for the MSF resurfacing and £20,000 for expenditure on the Pavilion. The accrued interest should be split equally between the two headings.

It was also AGREED that a recommendation to ring fence funds for the allotments, MSF and the pavilion should be put before full Council and the amounts transferred from this year's budget.

The Deputy Clerk was praised for an excellent report.

67. REPORT FROM CLLR QUESTED ON HIS RECENTLY ATTENDED TRAINING COURSE

Members received a report from Cllr Quested concerning the training event he had attended at Dunford House.

Following a brief discussion, it was agreed that any new Councillors should be asked to attend the New Councillors' Course. The Clerk should keep the Council informed of courses, as it was thought all Councillors should attend at least once every four years. It was noted that a training plan for Councillors was part of the Quality Council status requirement.

68. SAVINGS ACCOUNTS

The Clerk produced literature from three banks concerning savings accounts. The Chairman agreed to take the documents home to study and report back at the next meeting of the Finance and Policy Committee in February.

Cllr Quested left the meeting at 8.42pm

69. BOWLING CLUB LEASE

The Committee received a letter from the Honorary Secretary of the Bowling Club concerning the proposed lease for the Bowling Club. Following a lengthy discussion, it was agreed the Chairman and the Clerk should work together to reply to the letter.

70. HDC ASSET MANAGEMENT PLAN

The Committee noted that the document was held at the Parish Office.

71. CORRESPONDENCE

The Correspondence is attached to these minutes as Appendix 1.

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

There were no matters raised by Councillors.

73. PAYMENTS

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

EDF Energy	£679.58
SLCC	£300.50
Pulborough Social Centre	£61.75
Pulborough Social Centre	£462.50
St Mary's	£6.00

The meeting closed at 9.15pm.

.....CHAIRMAN

.....DATE