

PULBOROUGH PARISH COUNCIL
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MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING

HELD ON THURSDAY 11th June 2009, 7.30pm AT THE SPORTS PAVILION

PRESENT: Cllrs. Mrs Black, Ellis, and Jolliffe

IN ATTENDANCE: Cllr Clarke and Lesley Hoff (Clerk)

The meeting opened at 7.30pm

1. ELECTION OF CHAIRMAN

In the absence of the Chairman and the Vice Chairman of the Finance and Policy Committee, it was RESOLVED that Cllr Ellis should chair the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Kiverstein, Quested and Mrs Roberts.

3. DECLARATIONS OF INTEREST

There were no declarations of interest on any agenda item.

4. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 9th April 2009 as a true and accurate record of the proceedings and the Chairman signed them.

4.1. THE CLERK'S REPORT

The Clerk advised that the updating of the Risk Register would be on the next agenda.

With regard to savings accounts, the Clerk informed members the Recreation and Open Spaces Committee had advised funds would be required for the repair and refurbishment of the Sports and Social Club in this financial year. The Clerk had been advised by the Chairman not to move funds to fixed term savings if this was the case. No further action had been taken.

Cllr Ellis stated he had read the Standards Board bulletin and there was nothing to report.

5. ADJOURNMENT FOR PUBLIC SPEAKING

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

6. LETTERHEADS

Members received the draft copy of the letterheads and agreed the design should be accepted. Cllr Jolliffe proposed the motion, which was seconded by Cllr Mrs Black and passed unanimously.

RESOLVED: to accept the design for the letterheads.

7. QUALITY COUNCIL WORKING GROUP

The Committee discussed the request from the Quality Council Working Group for additional noticeboards in the village. It was AGREED Cllr Ellis should approach Southern to see whether a noticeboard would be allowed in that location and another board should be erected on the Recreation Ground. The Clerk was instructed to obtain costings in time for the next meeting of the Quality Council Working Group.

Members then discussed whether to allow draft minutes onto the website. Following a brief discussion, it was RESOLVED that minutes stating "Draft" should be available on the website, as long as checked and approved by the Committee or Council Chairman.

The Clerk informed members there was now a diary note for each Committee to study and amend if necessary, its list of powers and duties (Standing Orders, appendices 2-4) at the first meeting after the Annual Meeting of Council. The Finance and Policy Committee would also check the Standing Orders for referral to full Council.

8. FULL COUNCIL MEETINGS

Cllr Jolliffe advised members he had had a meeting with Cllr Paterson, HDC, who had requested the reports from District and County Councillors be moved further up the agenda at full Council meetings. The Committee AGREED to the request, on the understanding that the Chairman would ask a District or County Councillor to stay if there was to be a discussion on an agenda item where they be may able to give advise to the Council.

9. COUNCILLORS' REPORTS FROM SURGERIES

Councillors' surgeries were discussed briefly. The Clerk was instructed to replace the names of Councillors who had now resigned with Cllrs Ellis and Jolliffe on the rota.

10. GROUNDSMAN

Members discussed the replacement of the Groundsman at length. It was AGREED to advertise the post in the County Times. The vacancy should be advertised as 20 hours per week at £10 per hour and may suit a job-share. Cllr Mrs Black proposed the motion to advertise these details in the West Sussex County Times and this was seconded by Cllr Jolliffe and passed unanimously.

RESOLVED: to advertise the vacancy in the County Times as 20 hours per week at £10 an hour with the possibility of job-share to be considered.

11. AWNING FOR CRICKET CLUB

The Committee received the request for an awning from the Cricket Club, which had provided three quotations. Members agreed no funds were available, as all monies were required for essential repair and refurbishment work to the pavilion but the Council had no objection to the Club raising funds itself to provide an awning. It was noted that the request, if agreed in the following financial year, would add 3% to the precept, which members found to be unacceptable.

12. CORRESPONDENCE

The Correspondence is attached to these minutes as Appendix 1.

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

There were no matters raised by Councillors for inclusion on the next agenda.

14. PAYMENTS

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

WSCC	£5858.18
Harwoods	£15.00
L Hoff	£21.29
Allianz	£157.76
Primus	£6.90

The meeting closed at 8.30pm.

.....CHAIRMAN

.....DATE

CORRESPONDENCE

11th June 2009

1. HDC- Deferring Part of Increase in Business Rates Bills.

Members noted the Government's plan to allow businesses the option to defer part of the increase to business rates would not be in place until later in the year.

2. Equality and Human Rights Commission

The Committee received information on the Public Sector Duties of the forthcoming Equality Bill. The document was taken by Cllr Mrs Black to study.