

PULBOROUGH PARISH COUNCIL
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MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING
HELD ON THURSDAY 12th NOVEMBER 2009
AT THE SPORTS PAVILION

PRESENT: Cllrs Mrs Black, Ellis and Mrs Roberts.

IN ATTENDANCE : Sarah Norman (Clerk).

The meeting opened at 7.24pm

77. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Clarke, Jolliffe, Kiverstein & Qusted.

78. DECLARATIONS OF INTEREST

There were no declarations of interest on any agenda item.

79. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 8th October 2009 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Cllr Ellis queried the situation regarding availability of S106 funding. The Clerk advised that she had now received information from Horsham District Council and this would therefore be placed onto the first Agenda of the Finance & Policy Committee in the New Year.

The Clerk's Report

The Annual Accounts have now been signed off by Mazars with no comments and the necessary notice has been posted on the Noticeboard.

J Randall is continuing to do the Bowling Club maintenance and the arrangement will be reviewed when the new Lease is finalised.

Regarding item 65 of the previous Minutes, Staff salaries and Working Conditions, the Committee was asked to note that the increase equated to 1% per annum.

John Hedger of New Place Nurseries has expressed his gratitude for the offer of £200 per annum. The Clerk is to write to him and advised that the first payment will be made on 1st April 2010 in the new financial year.

The Committee was asked to note that an emailed copy of the report on the Pavilion has now been received from Dickin & Co. Furthermore, Tony Dawkin has

advised that he will permit the last page only of the report to be used in obtaining quotes. This item will be placed on the Agenda for the first Finance & Policy meeting of 2010.

The Clerk is continuing to liaise with Laura Williamson of Anderson Longmore & Higham regarding the leases for the Bowling Club, Sports Clubs and Social Club but has nothing to report at the present time.

The deadline for applications for the post of Groundsman has now passed and it is hoped to hold interviews next week.

The Clerk has verbally advised the Clerk at Billingshurst that the Committee agreed a payment of £500 towards the Planning Consultant costs as a result of the Horsham District Council Core Strategy Review 2026 but a cheque has not yet been issued.

80. ADJOURNMENT FOR PUBLIC SPEAKING

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

81. 2009 GRANT AWARDS

The Committee received the recommendations of Cllrs Ellis & Jolliffe with the accompanying notes as attached in Appendix 1. Cllr Ellis commented that the Bowling Club had applied for a grant of £2080 for repairs to the banks. It was AGREED that in future, larger exceptional applications should not be included within the annual grant procedure as they were obviously too large to be considered as part of the usual grant budget. In these cases, applications should be referred to the Finance & Policy Committee for consideration as a stand alone request.

RESOLVED: that the Recommendations be referred to Full Council for ratification.

82. STREET LIGHTING

Members received details of the charges from West Sussex County Council for the supply and maintenance of the street lights as agreed under the PFI contract. It was noted that the list of lights supplied are not a full inventory of all street lights within the parish but merely those owned by Pulborough Parish Council. It was AGREED that consideration of these charges be taken into account in the Budget preparation.

83. BOWLING CLUB LICENCE

As per the Clerks Report, there was nothing additional to report.

84. CLERKS EXTRA HOURS

The Clerk explained that due to the staffing situation it had been necessary to work additional hours. It was noted that this would only be an issue until a new Deputy Clerk has been recruited and trained. Cllr Mrs Black proposed that these extra hours be paid. Cllr Ellis seconded this with all in favour.

RESOLVED: to permit the Clerk payment in respect of extra hours worked.

85. CORRESPONDENCE

The correspondence is attached to these minutes as Appendix 2.

86. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

There were no matters for inclusion.

87. PAYMENTS

As only one signatory was in attendance, no payments could be approved.

The meeting closed at 7.54pm

.....Chairman

.....Date

UNCONFIRMED

Pulborough Parish Council				2009/2010 Grants		
Recommendations -						
Organisation	Paid 08/09	Application 09/10	Comments	Rec	Agreed	Paid
British Legion Wreath	£60	£60		£60		
Community Minibus Assoc.	£350	£500		£400		
Horsham District Citizens Advice	£530	£550	Now in Medical Centre	£500		
Liaise	£100	£100	Claim 30/40 Pulborough Clients	£100		
Outset		No Form		-		
Pulborough & District Community Care Assoc.	£1,250	£1,450		£1,300		
Pulborough Bowling Club	£100	£2,080	For Repair of Banks	-		
Pulborough Cricket Club		£450	Kit for Juniors	£250		
Pulborough Football Club		No Form		-		
1st Pulborough Guides	£50	£150		£150		
Pulborough Youth Centre	£500	£500		£500		
Saturday Venture Association		No Form		-		
St Mary's Church	£1,000	£7,300		£1,000		
Sussex Air Ambulance	£100	No Form		-		
Victim Support Sussex	£100	£100		£100		
Volunteer Visiting Scheme	£100	£125	Claim 30 Pulborough Clients	£100		
4Sight	£100	unspecified		£100		
W.SX Mediation	£100	£100	Claim 6 Pulborough Clients	£100		
PCP	£150	No Form		-		
Sussex Crime Stoppers	New	£100	Fixed Amount Parish Council s	£100		
Age Concern	New	No Form		-		
Purple Bus	New	£300	Visited when Youth Club Closed	£100		
Fairtrade	New	£100	PPC Minuted Promise of Help	£00		
TOTAL	£4,690	£13,965		£ 4,960		

CORRESPONDENCE
12th November 2009

FINANCE & POLICY

Nat West Bank

The Committee received a letter from Nat West Bank regarding the complaint raised 24th August about signatories. The letter was dated 28th September but not received until 19th October. The letter advised that the Parish Council may refer the complaint to the Ombudsman if they have not resolved the issue by 19th October - the date the letter was received. There has been no further communication.

Pulborough Village Hall

Letter from Trustees advising that there will be no increases in charges in January 2010 but the issue will be reconsidered in June 2010.

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