

PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE MEETING OF THE FINANCE & POLICY
COMMITTEE HELD ON THURSDAY 11th February 2010
AT THE SPORTS PAVILION**

PRESENT: Cllrs Kiverstein (Chairman), Ellis, Jolliffe, & Mrs Roberts.

IN ATTENDANCE : Sally Cooper (Deputy Clerk).

The meeting opened at 7.32pm

107. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Mrs Black, Clarke and Queded.

108. DECLARATIONS OF INTEREST

There were no declarations of interest on any agenda item.

109. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 14th of January 2010 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Matters Arising From Minutes:

Discussion was held regarding the reasons why only £16,962 of Section 106 monies are available to the Parish (Minute 99 meeting January 14th) - when it is understood there should be significant amounts from large scale developments. Cllr Ellis produced a schedule of all Section 106 monies (copy attached). The Deputy Clerk was requested to contact Horsham District Council for clarification of how these sums have been allocated, and for whose benefit.

CLERKS REPORT

MSF Earmarked Funds - The Clerk has ascertained that the £2,500 that has been transferred into the Reserve Account for the MSF resurfacing is not reflected in the income and expenditure analysis as it hasn't actually been spent. When this occurs in future the Clerk will include sums that have been earmarked in the "Committed Expenditure" column of the analysis to give a clearer picture of the funds actually available.

This matter is to be discussed further at the next Finance and Policy Meeting.

110. ADJOURNMENT FOR PUBLIC SPEAKING

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

111. DRAINAGE AT RECREATION GROUND

The Deputy Clerk gave a brief update on the initial findings of Robert Clarke Associates. A formal report is awaited from RCA. The issue of rainwater goods around the building is likely to be a relatively straightforward problem to resolve, requiring renewal of damaged guttering/pipes and connection being made where necessary to feed into the main ground pipe. The issue of the main pipe has been investigated, and initial findings are that the pipe is blocked with debris and some concrete blocks, although full investigation was not possible due to the location of some of the blockages. The outfall is blocked and collapsed and the main manhole is badly damaged. RCA will be providing a report offering two solutions, along with preliminary costings.

1. To lay new pipe on PPC land, renewing the manhole and outfalls, along with the necessary inspection chambers.
2. To carry out CCTV inspection of existing pipe, to identify faults/blockages, and repair/replace.

The pipe is not adopted by the Water Authority, and as it primarily serves the Social Housing Estate at Rectory Close, it is considered almost certain that this pipe is still in the ownership of HDC. Upon receipt of RCA report, the deputy Clerk to contact HDC for further clarification, and discuss contribution of costs of repairs/renewals, with a request that they respond as a matter of urgency, due to the Health & Safety Risk of regular flooding of the Sports & Social Club.

112. 5 YEAR PLAN AND WISH LIST

The following items were put forward as being the priorities for 2010/11.

HORSHAM DISTRICT COUNCIL:

- Acquisition of new recreation ground. (carried forward 2009/10)

WEST SUSSEX COUNTY COUNCIL

- To adopt all suggestions as determined by the Local Transport Plan (when finalised)
- Disabled access to the North Bound platform of the Railway Station

PULBOROUGH PARISH COUNCIL

- * Continue to replace antiquated play equipment in the Play Area on the Recreation Ground, as identified in Nov 09 inspection.
- Investigate the possibility of providing additional car parking behind Cousins Way/ Orchard Way.
- Provide new basketball practice area in more suitable location.
- Provide an Honours Board.
- Refurbish and improve facilities at Sports Pavilion.

113. GRANT TO 1st PULBOROUGH BROWNIES

Resolved that £150 grant originally sent to The Guides, be re issued to The Brownies. Proposed by Cllr Kiverstein, seconded by Cllr Ellis and AGREED unanimously.

114. EMPLOYEE TRAINING

Resolved that expenditure of £72 for Groundsman Training (Playground Inspections) and £210 for Deputy Clerk training (Working With Your Council) be made. Proposed by Cllr Ellis, seconded by Cllr Mrs Roberts and AGREED unanimously.

115. INTERIM INTERNAL AUDIT

The contents were noted and Cllr Kiverstein asked that congratulations were passed on to the office staff on the clean audit report. No action required.

In response to Cllr Ellis's question re point R3 of the report - Rents and Leases- the Deputy Clerk confirmed that final drafts of the leases for Sports Clubs were well underway, the cricket, and stoolball ones are completed, as well as the Sports & Social Club Lease. Deputy Clerk to ensure the others are completed in early course, to ensure no loss of revenue.

116. OFFICE EQUIPMENT

Resolved to approve expenditure of up to £1,190 for new IT equipment. A request to be made of Dean Smith (P C Doctor) to obtain as good value for money as possible. Proposed by Cllr Jolliffe, seconded by Cllr Ellis and AGREED unanimously.

117. WEST SUSSEX COUNTY COUNCIL PENSION

A recent letter (1st February 2010) from WSCC, was discussed. The letter highlighted actuarial findings in relation to potential shortfalls in the overall pension fund, due to the fall in value of the pension fund. Two issues required consideration:

1. Do Pulborough Parish Council wish to remain in the existing pooling arrangement.
2. Do we wish to commission an early warning report .

It was resolved to remain in the Smaller Scheduled Bodies Pool, but not to request a copy of the funding update report.

118. CORRESPONDENCE

Each councillor had received a copy of the proposed development North Of Glebelands, from Croudace. A formal planning application is awaited before any further comment is made.

A list of further correspondence is attached to these minutes as Appendix A.

119. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

There were no matters for inclusion.

120. PAYMENTS

The following payments were approved and signed:

Southern Water	£ 186.80
P C Doctor	£ 157.50
WSCC	£5109.02
RICOH	£ 355.87
Lisa Deverson	£ 9.12
Southern Water	£ 103.57
Pulborough Social Centre	£ 106.75
M Ireson	£ 951.75

The meeting closed at 8.45pm

.....Chairman

.....Date

CORRESPONDENCE

West Sussex County Council - Pension Fund 2010 Formal Valuation (previously circulated)

Auditing Solutions Ltd- Interim Internal Audit Report -(previously circulated)