

# TANGMERE PARISH COUNCIL



## Minutes of the Finance Committee Meeting held remotely on 23 February 2021 using Zoom software

**Present:** Councillors Andrew Irwin (Chairman), Kate Beach, Roger Birkett, Simon Oakley and James Stanbridge

**In attendance:**  
Louise Steele – Clerk to the Council

| No. |   | ACTION |
|-----|---|--------|
| 505 | <p><b>AGENDA ITEM 1 – APOLOGIES</b><br/>There were none, all members of the Committee being present.</p>  |        |
| 506 | <p><b>AGENDA ITEM 2 – DECLARATIONS OF INTEREST</b><br/>Cllr Oakley declared non pecuniary interests, in general terms, as a member of Chichester District Council and as a member of West Sussex County Council</p>   |        |
| 507 | <p><b>AGENDA ITEM 3 – PUBLIC PARTICIPATION</b><br/>There was none.</p>  |        |
| 508 | <p><b>AGENDA ITEM 4 – MINUTES</b><br/>The minutes of the meeting held on 8 December 2020 were agreed as an accurate record of the meeting and the meeting indicated that the Chairman should sign them as such.</p>   |        |
| 509 | <p><b>AGENDA ITEM 5 – ACTION POINTS</b><br/>It was noted that the new website was now live.</p> <p>Cllr Beach took the opportunity to raise a query about a planning application and the Council's response to it. There was some discussion and the Clerk indicated that she would respond using her delegated authority given that the Environment Committee's view on applications relating to the same site are well documented.</p>  |        |
| 510 | <p><b>AGENDA ITEM 6 – GRANT APPLICATIONS</b><br/>The Committee considered two applications and decided upon them as indicated</p> <p>St Andrew's Church Tangmere requested a donation (unspecified but not exceeding £1,500) towards the cost of installing a fence along the top of the southern boundary wall. - <b>£500 granted.</b></p> <p>Members' attention was drawn to NALC's briefing note L01-18 Financial Assistance to the Church and another from the Church Buildings Council – Local Authority Investment in Church Property and considered the legal position as it relates to making donations to Churches and the fact that the consensus is the law is unclear and a test case is required to clarify the issue. The Committee took the view that if the donation was towards something of wider community benefit it was comfortable with that – it was agreed that this was the justification in this case</p> <p>Tangmere Youth Club requested that a grant of £4,000 for the financial year 2020/21 be paid being year two of a five-year commitment - <b>£4,000 granted</b><br/>It was agreed to ask the Youth Club Chairman to make a report on Youth Club</p> |        |

|            |   |  |
|------------|---|--|
|            | activity to the Annual Meeting of Electors and that the Youth Club be asked to make a written report to the Council by December each year to assist the Council's budget-setting process.   |  |
| <b>511</b> | <p><b>AGENDA ITEM 7 – FINANCE</b></p> <ul style="list-style-type: none"> <li>• Members authorised payments of £15,308.75 made between 1 December 2020 &amp; 31 January 2021 from the Parish Council bank account and £1,623.71 for the same period from the Village Centre bank account.</li> <li>• Bank reconciliations as at 31 January 2021 for all accounts were received and noted; and</li> <li>• The budget monitoring report for the first ten months of the financial year (1 April 2020 to 31 January 2021) was received and noted.</li> <li>• The current balance sheet was considered.</li> </ul> |  |
| <b>512</b> | <p><b>AGENDA ITEM 8 – REVIEW OF FEES &amp; CHARGES</b></p> <p>A schedule of Fees &amp; Charges for the Village Centre, previously considered by the Village Centre Committee was presented by the Chairman of the Committee. Some amendments to the schedule were discussed and those amendments agreed are included on an amended schedule attached to the record minutes.</p> <p>It was agreed that there would be no increase in allotment charges for the year 2021/22.</p>   |  |
| <b>513</b> | <p><b>AGENDA ITEM 9 – REVIEW FINANCIAL REGULATIONS</b></p> <p>The Financial Regulations were reviewed and no changes were proposed and it was agreed to recommend them to Full Council unchanged.</p>   |  |
| <b>514</b> | <p><b>AGENDA ITEM 10 – ANY OTHER MATTERS FOR INFORMATION ONLY</b></p> <p>Some matters of Council administration were discussed.</p>   |  |

**Date of next meeting:** Tuesday 20 April 2021

**Chairman:**

**Date:**

**Agenda Item 8 Village Centre Fees & Charges 2021/22**

|   | <b>Voluntary/Not for Profit Organisation</b> | <b>Private Individuals /Residents</b> | <b>Commercial</b> |
|---|--|---------------------------------------|-------------------|
|   | £  | £                                     | £                 |
| Main Hall (inc kitchen)   | 14.00 ph                                     | 20.00 ph                              | 26.00 ph          |
| Small Hall (inc kitchen)  | 10.00 ph                                     | 15.00 ph                              | 20.00 ph          |
| Main Hall and Small Hall (inc kitchen) Note: For Adult parties after 6pm Friday and Saturday evening, the Main Hall & Small Hall must be booked together (Deposit £100) | 18.00 ph                                     | 34.50 ph                              | 45.00 ph          |
| Special Children's Party Rate (3 hours for children under 12 and the latest booking is 3pm)   |  | 40.00 ps                              |                   |
| Older Children's Party Rate (4 hours for 13-17 year olds and the latest booking is 7pm)   |  | 59.00 ps                              |                   |
| Tangmere Youth Club   | 8.00 ph                                      |                                       |                   |
| Weekday Sporting Fixture (Changing Rooms only) per match  | 36.00 pm                                     |                                       |                   |
| Week-end Sporting Fixture (Changing Rooms only) per match   | 41.50 pm                                     |                                       |                   |
| Week-end Sporting Fixture (Changing Rooms & Small Hall) per match   | 57.00 pm                                     | 63.00 pm                              |                   |
| Youth Football (Changing Rooms only). Per match   | 20.00 pm                                     |                                       |                   |
| Afternoon cricket match including pitch preparation. Per match  | 87.00 pm                                     |                                       |                   |
| Evening cricket match including pitch preparation. Per match  | 55.00 pm                                     |                                       |                   |
| Tangmere Players (rehearsals only)  | 8.00 ph                                      |                                       |                   |
| Youth Hall  | 10.50 ph                                     | 11.00 ph                              | 14.50 ph          |
| Tangmere Tennis Club<br>Per session   | 21.00 ps                                     |                                       |                   |
|   |  |                                       |                   |
| <b>Miscellaneous</b>  |  |                                       |                   |
| Table set up and take down (Labour)   | 44.00 ps                                     | 100.00 ps                             | 100.00 ps         |