

TANGMERE PARISH COUNCIL



Minutes of the Finance Committee Meeting held on 31 August 2021 at Tangmere Village Centre

Councillors James Stanbridge (Chairman), Roger Birkett, Andrew Irwin and Simon Oakley

In attendance:

Louise Steele – Clerk to the Council

No.		ACTION
091	<p>AGENDA ITEM 1 – APOLOGIES Apologies were received from Cllr Kate Beach.</p>	
092	<p>AGENDA ITEM 2 – DECLARATIONS OF INTEREST 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> <p>Cllr Irwin declared an interest in Agenda Item 5 – the action point about the Village Centre car park – on the grounds that his daughter works for a company that has quoted for contract supervision.</p>	
093	<p>AGENDA ITEM 3 – PUBLIC PARTICIPATION There was none.</p>	
094	<p>AGENDA ITEM 4 – MINUTES The minutes of the meeting held on 22 June 2021 were agreed as an accurate record of the meeting and the meeting indicated that the Chairman should sign them as such.</p> <p>The Clerk gave an update on Minute 053 – the works to trees at Lysander Way and Wyvern Close and confirmed that the Council’s contractor had submitted the application for consent to works to trees subject to a TPO in mid July and that she anticipated the works would be completed in November.</p>	
095	<p>AGENDA ITEM 5 – ACTION POINTS Progress against action points was considered.</p> <p>Land at Bishops Road – the Committee advised the Clerk on how to pursue an answer to recent correspondence;</p> <p>The “Saints” Land – the District Valuer had responded saying they had no capacity to take on work for the Council. Councillors shared other advice as to valuers.</p> <p>Village Centre car park – additional quotes for contract support are to be taken.</p>	
096	<p>AGENDA ITEM 6 – FINANCE</p> <ul style="list-style-type: none"> • Members authorised payments of £ 16,597.42 made between 1 June 2021 & 31 July 2021 from the Parish Council bank account and £ 2,373.15 for the same period from the Village Centre bank account. • Bank reconciliations as at 31 July 2021 for all accounts were received and noted • Bank balances as at the 31 July 2021 were noted as follows: <ul style="list-style-type: none"> Parish Council Current Account £1,709.83 Parish Council Savings Account £66,042.90 Village Centre Current Account £ 963.00 Village Centre Savings Account £22,206.51 • Members considered an Income & Expenditure report for the period 1 April to 31 July 2021. The Clerk reported that the overall financial position was healthy. A number of questions of detail arose. The Clerk was asked to try 	

	<p>and transfer the street lighting electricity supply to the same contract as the county council. Cllr Birkett was asked to ensure that the costs of the Village Centre garden maintenance were managed within budget and that the costs of additional autumn hedge cutting were contained within the budget. It was noted that there might be an overspend on grass-cutting. Further it was agreed that henceforth claims for the reimbursement of VAT should be submitted to HMRC every six months rather than annually.</p>	
097	<p>AGENDA ITEM 7 – NEW HOMES BONUS Members received and noted the applications made for New Homes Bonus 2021 and thanked the Clerk for the work involved. It was noted that one project from 2019 needs to be commenced – one new quote has been received and a further two are required. The accessible play equipment project from 2020 had commenced recently and was due for completion within two to three weeks. The remaining projects from 2020 should commence as soon as possible..</p>	
098	<p>AGENDA ITEM 8 – INSURANCE RENEWAL Members considered the quotes for insurance renewal supplied by the Council's current brokers and agreed that additional quotes should be taken from other providers and the current brokers be asked why no quote had been received from the Council's current insurer.</p>	
099	<p>AGENDA ITEM 10 – ANY OTHER MATTERS FOR INFORMATION ONLY There was some discussion of next steps concerning the boundary of the Recreation Field at the north-west corner and it was agreed that the matter should be brought to the next meeting of the Committee.</p>	

Date of next meeting: Tuesday 26 October 2021

Chairman:

Date: