

TANGMERE PARISH COUNCIL



Tangmere Village Centre
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Finance Committee

Minutes of Meeting of the Finance Committee
held on 20 February 2024 at Tangmere Village Centre

Present:

Councillors James Stanbridge (Chairman), Kate Beach, Simon Oakley and Roger Birkett

In attendance:

Caroline Davison – Parish Clerk and RFO

Apologies

262. Councillor Trevor Ware and Andrew Irwin had tendered their apologies

Declarations of Interest

263. Councillor Simon Oakley declared non-pecuniary interests, in general terms, as a member of West Sussex County Council (WSSC).

Minutes

264. The minutes of the Finance Committee held on 28 November 2024 were approved and signed as an accurate record of the Meeting with the exception of an alteration in Minute No 259 to read Autumn Term not Winter Term.
265. It was advised that Teddy Wilfs are planning to commence using the Community Hall from September 2024 for operating an under 2's room. Councillors Simon Oakley and James Stanbridge expressed that they wished it to be noted that they have concerns on reliance of additional income from the expansion of Teddy Wilfs Nursery within the budget for the next Financial Year 2024/25.

Income & Expenditure

266. Members received and noted the income and expenditure figures for the Parish Council and Village Centre until end January 2024.

Payments above £500

267. A schedule of the payments above £500 made until end January 2024 was received and noted.
268. Councillors James Stanbridge and Simon Oakley were appointed as Financial Scrutineers to liaise with the Clerk to agree a suitable date for scrutinising accounts. Ongoing the Financial Scrutineers to undertake quarterly inspections of accounts.

Committee Chairman Cllr J Stanbridge email: cllrjstanbridge@tangmere-pc.gov.uk

Projects

269. An update report was received in respect of any new issues relating to the following projects:

- i) Car Park – S106 Community Facilities
It was advised that Stripe were awaiting final costings before final pricing of tenders was available. A meeting to be arranged with the consultants to discuss going out to public tender. The Clerk had identified two contractors who might be potentially interested in submitting tenders at this stage.
- ii) Kitchenette – S106 Community Facilities
It was noted that the building works had been completed. Ancillary items such as appliances were being purchased. The first Scout Group to be held in the Community Hall was scheduled to take place on 8th March 2024. The Youth Café is scheduled to commence on a Tuesday evening from 12th March 2024.
- iii) Storage Cupboard in Community Hall – CIL
Construction of the Storage Cupboard in the Community Hall has been finished. This cupboard has been created solely for use as a pack away space for nursery equipment.
- iv) Painting of Stage Flooring – S106 Community Facilities
The painting of the stage floor had been completed in time for the Pantomime at the end of January 2024.
- v) Boxing in for Air Source Heat Pump – S106 Community Facilities
The boxing in of the Air Source Heat Pump to the right of the stage had been completed by the end of January in time for the Pantomime at the end of January 2024.
- vi) Replacement CCTV recorder and cameras – Precept/General Reserves
Due to a failure of the existing CCTV system it has been necessary to replace the CCTV recorder and also several of the cameras which had failed due to water ingress. The expenditure will exceed the balance remaining in the budget for equipment maintenance.
- vii) Changing Rooms – S106 Sports & Leisure
A S106 Sports & Leisure application has been submitted for Architect Design Services for the changing rooms.

UKEP and REPF Applications

270. To note that the following applications were submitted were submitted to CDC at the end of December and decisions in respect of the applications are scheduled to be made by end March 2024:

- Phase Two Air Source Heat Pumps
- Stage Flooring
- Outdoor Space for Teddy Wilfs Nursery

Balances

271. The following up to date balances were noted:

- i) S106 Community Facilities - £305,307.64 excluding interest.
Match funding contribution towards delivery of Phase Two of Village Centre Sustainability Project, Stage Flooring and Outdoor Space for Nursery. At least 20% contribution required for these projects. Other funding sources include CIL balance remaining.
Outdoor Space for Nursery = £2205.40 from total project cost £10927
Stage Flooring = £265 from total project cost of £1325
Phase Two Village Centre Sustainability Project = £7161.35 from total project cost of £35,806.36
Total funding contribution to find from all three projects = £9631.75
It has been confirmed by CDC that S106 Funding can be used to match fund the REPF grants if applications are successful.
Balance of works to kitchenette
Resurfacing of Car Park at Village Centre
- ii) S106 Sports & Leisure - £180,450.43 excluding interest.
Drainage works to Recreation Ground
Remodelling of Changing Rooms
- iii) Community Infrastructure Levy = £10,301.93 – Balance following committed expenditure on Storage Cupboard = £5831.93
- iv) New Homes Bonus = £4,262.54 – Balance following committed expenditure on Drainage for Kitchenette = £0
- v) S106 Public Art - £77,819.20 excluding interest.

10% of total cost of art projects for Lead Artist fees.

Date of Next Meeting

272. It was noted that the next Finance Committee Meeting is scheduled for 30 April 2024.

Meeting ended 8.06pm

Signed Chairman of Committee

Date