

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE  
OF BERSTED PARISH COUNCIL  
HELD AT 19:00 ON TUESDAY 22<sup>nd</sup> MAY 2018  
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

**Present:** Cllrs. R. Dear, K. Greenway, B. Knight, D. Lainchbury, D. Meagher and J. Spencer.

**In attendance:** Mrs Holcombe (Clerk and Responsible Financial Officer) and Mrs S. O'Connell (Deputy Clerk).

The meeting began at 18:52 as all members were present.

**18039 Election of Committee Chairman**

The Clerk informed members she had received one written nomination for Cllr Greenway. The nomination was seconded by Cllr. Spencer. Cllr. Greenway was elected unopposed as Chairman.

**RESOLVED** that Cllr. Greenway was duly elected Chairman of F&GP.

**18040 Election of Committee Vice Chairman**

The Clerk informed members she had received one written nomination for Cllr Lainchbury. The nomination was seconded by Cllr. Spencer.

Cllr. Lainchbury was elected unopposed as Committee Vice Chairman.

**RESOLVED** that Cllr. Lainchbury was duly elected Vice Chairman of F&GP.

**18041 Apologies for Absence**

None

**18042 Declarations of Interests**

Members were reminded that should interests arise during the meeting they should be declared at that time.

**18043 Minutes of the Meeting of the 24<sup>th</sup> April 2018**

**RESOLVED** that the Minutes of the meeting of the 24<sup>th</sup> April 2018, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

**18044 Matters Arising from the Minutes**

Minute 17428 – Cllr Knight confirmed that Sammy Community Transport are moving from Southway to a site in Tangmere next to the Dementia Hub Sage House.



**LOTTERY FUNDED**

**18045 Bersted Jubilee Hall Expenditure 2018 -2019**

The Clerk circulated the expenditure report for Bersted Jubilee Hall and informed members that spending was high in April due to annual payments, but it is within the budget.

Cllr Lainchbury mentioned that the grass matting, recently laid, needs looking at. The Clerk will inform the groundsman.

**RESOLVED** to agree the expenditure report for 2018-2019.

**18046 Bersted Jubilee Hall Income 2018-2019**

The Clerk circulated the income report for Bersted Jubilee Hall. The Clerk informed members that she would like hall users to pay either by BACS or cash rather than cheques as the bank will start charging to process them. Also, that the damage deposit required for casual bookings should only be cash, she told members most other halls only have cash damage deposits. Members agreed to recommend to Council hall bookings are paid for by BACS or cash and damage deposits are cash only.

Cllr Meagher mentioned that Paypal may be another alternative for hall users to pay invoices with. The Clerk will investigate this.

**RESOLVED** to recommend to the June Council Meeting that hall bookings are paid for by BACS or cash and damage deposits are cash only.

**ACTION** the Clerk to investigate the use of Paypal for collecting money for bookings.

**18047 Correspondence**

The Deputy Clerk informed members that she had received a thank you letter from Victim Support with regards to their recent grant award of £100.

**18048 Urgent Matters**

Cllr Meagher informed members that the Community Initiative funding at WSCC was now closed, but they now offer crowd funding.

**There being no further business the Chairman closed the meeting at 19:08**

**Signed .....** Chairman of the Committee **Date .....**



**LOTTERY FUNDED**