

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
OF BERSTED PARISH COUNCIL
HELD AT 19:00 ON TUESDAY 24 APRIL 2018
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs. K. Greenway, B. Knight, D. Meagher (Vice Chairman) and J. Spencer

In attendance: Mrs D. Holcombe (RFO/Clerk) and Mrs S. O'Connell (Deputy Clerk)

17425 Apologies for Absence

Cllr Lainchbury

17426 Declarations of Interests

Cllr Meagher declared an interest in Minute 17429 – S137 Grants – Bognor Regis Cricket Club

17427 Minutes of the Meeting of the 23rd January 2018

RESOLVED that the Minutes of the meeting of the 23rd January 2018, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

17428 Matters Arising from the Minutes

Minute 17332 – Cllr Knight informed members that he had heard Sammy Transport were relocating to Tangmere.

17429 Discretionary Grants

S137 - £700 remaining

Members discussed the applications and agreed the following:

| | Requested | Granted |
|-------------------------------------|------------------|----------------|
| Victim Support (Sussex Area) | £100 | £100 |
| Bognor Regis Cricket Club | £250 | £0 |

Members felt that the cricket club accounts showed they can buy the kit but also that they should try for a grant through Sports England.

RESOLVED that the Council, in accordance with its powers under Section 137 of the Local Government Act 1972, should incur the above expenditure, which in the opinion of the Council, is in the interests of the area and its inhabitants and will benefit them in the manner commensurate with expenditure. The remaining budget of £600 will be put back in the reserves.

ACTION the Deputy Clerk to inform the applicants of the committee's decision.



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- 17430 To receive the unaudited End of Year Accounts for 2017-2018**
The Clerk had previously circulated the unaudited End of Year accounts for 2017-2018 from the internal auditor.
- 17431 To consider the Reserves 2017 - 2018**
The Clerk had previously circulated a report on the Reserves. Members agreed to approve the Reserves for 2017-2018.
RESOLVED to approve the Reserves for 2017-2018.
- 17432 Bersted Jubilee Hall Expenditure 2017 -18**
The Clerk had previously circulated the income and expenditure report for Bersted Jubilee Hall. She informed members there was a slight under spend, but the cost centres for computer software and maintenance and water were over spent at the end of the year.
RESOLVED to approve the income and expenditure report for 2017-2018.
- 17433 Financial Standing Orders and Terms of Reference**
- i) **To consider the reviewed Financial Standing Orders and agree if any changes are necessary.**
Members agreed no changes were needed.
RESOLVED to agree no changes were needed to the Financial Standing Orders.
- ii) **To consider the current Terms of Reference to ensure they are still appropriate and agree if any changes are necessary.**
The Clerk informed members that she recommended amending paragraph 6 of the Terms of Reference to £3K to agree with Finance Standing Orders paragraph 1.35.
RESOLVED to amend paragraph 6 of the Terms of Reference to agree with the Financial Standing Orders paragraph 1.35
- iii) **To consider an increase in the current hall charges.**
The Deputy Clerk had circulated her report and recommended the changes. She explained that the changes were competitive with other halls and football charges in the area. Members agreed to recommend the increase in hire charges for casual day users of an extra £1 per hour, field hire for events to £30 for ½ a day and football charges an extra £2 per match to the Council.
RESOLVED to recommend to Council the increase in hire charges for casual day users by an extra £1 per hour, field hire charge to £30 per ½ day and football charges an extra £2 per match.
- 17434 Correspondence**
The Clerk had received a letter from the Co-op Bank informing her that there will be an increase in charges for BACS transactions and charges for processing cheques. The Council does not currently pay any charges for these services. The Clerk explained that she would making enquiries with the Co-op



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Bank about this and will also be adding to a future agenda an item to discuss BACS transaction for payments and receipts for services.

17435 **Urgent Matters**
None

There being no further business the Chairman closed the meeting at 19:46

SignedChairman of the Committee

Subject to Ratification



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