

Westerleigh Parish Council
Minutes of the meeting of the Finance & General Purposes Committee
Held 23rd MAY 2016
Manor Hall Coalpit Heath

At the commencement of the meeting Cllr J Butler (on behalf of the Manor Hall Management Committee) gave the Clerk one peppercorn, being the said rent for the Manor Hall as per the lease agreement

1. Appointment of Chair

Decision:

Cllr D Boulton was proposed by Cllr B Taylor and seconded by Cllr J Butler
Cllr D Boulton was duly elected Chair

2. Appointment of Vice Chair

Decision:

Cllr S Blackmore was proposed by Cllr J Butler and seconded by Cllr B Taylor
Cllr S Blackmore was duly elected Vice Chair

3. Apologies for absence

Cllrs S Blackmore, C Nicholls

4. Declarations of Interest under The Localism Act 2011

Cllr B Taylor declared an interest in neighbourhood watch grant application
Cllr J Butler declared a personal interest in a specific draft budget heading relating to Manor Hall

5. Approve minutes of meeting held 16th November 2015

Decision:

Proposed by Cllr B Taylor and seconded by Cllr J Butler, agreed by all the minutes were approved and signed

6. Committee to make appointments to outside bodies

- a) Staffing Committee – 3 appointees
Decision: Cllrs S Blackmore, D Boulton and J Butler were re-appointed
- b) JPCC – 2 appointees
Decision: Cllrs B Taylor and S Blackmore were re-appointed
- c) JPCC Night Bus – 1 appointee
Decision: Committee was advised that Cllr C Nicholls did not wish to be appointed to any outside body, so Cllr J Butler was appointed
- d) JPCC Cycleways Group – 2 appointees
Decision: Cllrs B Taylor and A Fay were re-appointed
- e) Henfield Hall – 1 appointee
Decision: Cllr J Butler was re-appointed
- f) Coalpit Heath Village Hall (Miners) – 1 appointee
Decision: Cllr S Blackmore was re-appointed
- g) Westerleigh Village Hall – 2 appointee
Decision: Cllrs B Taylor and A Gibbs were re-appointed
- h) Library Committee – 1 appointee
Decision: Cllr J Butler was appointed
- i) JPYFSG – 1 appointee
Decision: Cllr M Crumpton was appointed
- j) Joint Youth Provision with Frampton Cotterell PC and Winterbourne PC -1 appointee
Decision:
Vote: Cllr M Crumpton and S Blackmore wished to fill this appointment
Vote: 2 in favour of Cllr S Blackmore and 1 against

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1 in favour of Cllr M Crumpton and 2 against
It was agreed Cllr S Blackmore was appointed

It was further agreed that in relation to appointments i) and j) the representatives would act as replacement to each other in times of absence

- k) Friends of Ram Hill Colliery – 1 appointee
Decision: Cllr A Fay was re-appointed
- l) Manor Hall – 1 appointee
Cllr J Butler declared an interest in this item and therefore did not take part. This resulted in this item being inquorate.
Decision: This item was deferred to Full Council meeting on 6th June 16
- m) ALCA – 2 appointees
Decision: Cllrs J Butler and M Crumpton were appointed

7. Committee to approve revised budget 2016/17

Cllr J Butler declared a personal interest in budget item re: Manor Hall so this element of the budget was removed and deferred to full council on 6th June.

Decision:

Proposed by Cllr B Taylor and seconded by Cllr J Butler the revised budget for 2016/17 was approved Clerk to add a third column of anticipated spend during the year for clarity purposes; as the total budget is the overall budget allocation of council funds, however, it does not mean this is the sum to be spent during the financial year.

8. Committee to review Insurance policy prior to renewal on 1st June 16

SUMMARY OF CURRENT INSURANCE SCHEDULE

1. Items insured – as per council assets lists
2. Money – limit of one loss £250,000, in transit or premises or safe £5000
3. Public liability £10,000,000
4. Employers liability £10,000,000
5. Libel and Slander £250,000 excess of 10% of every claim or £1000 whichever is lower
6. Fidelity Guarantee - £100,000 with £100 excess
7. Personal accident - £500,000 limited to any one person and £2,000,000 any one accident
8. Legal expenses - £50,000 limit
9. Schedule of all risks items of property insured was issued to members

Members of the committee further discussed matters raised by Cllr G Jancey

Decision:

Proposed by Cllr J Butler and seconded by Cllr B Taylor the insurance arrangements were reviewed.inc asset sum insured

The following amendments were made to the All Risk items:-

- a) Computer value be revised to £1,000 and to remove narrative of 'printer'
- b) Dog bins value be revised to £2,000
- c) Wet pour ground surface value be revised to £5,000
- d) Chalet type building value be revised to £150,000 and the narrative 'toilet block' be removed

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It was further agreed (in principle) that Council continue in a long term agreement with Zurich for the period of 5 years subject to changes in valuations detailed above

9. Committee to review Risk Assessment

Decision:

Proposed by Cllr J Butler and seconded by Cllr B Taylor the risk assessment of council activity was approved.

10. Committee to receive internal audit report

The report was noted

11. Committee to consider grant applications

a) Westerleigh in Bloom

Decision: Proposed by Cllr J Butler and seconded by Cllr D Boulton to support this application. Council to purchase planters and additional items to the cost of £600.

b) Westerleigh Neighbourhood Watch

Decision: Cllr B Taylor declared an interest in this item and therefore did not take part. This resulted in this item being inquorate. It was deferred to full council on 6th June.

12. Committee to approve payment of accounts

Payee	Details	Gross (£)	Net (£)	VAT (£)
Mediatube	Works to website	90.00	75.00	15.00
C Jacob	Internal Audit Fee	275.00	275.00	0.00
Consortium	A4 paper box	20.99	17.49	0.00
Consortium	Voice Recorder	41.99	34.99	7.00
Mrs F Thornton	Office expenses	108.00	108.00	0.00

Decision: proposed by Cllr J Butler and seconded by Cllr B Taylor the above payments were approved.

13. Consultation of Future of Property – adopted highway, footpaths and land at Coalville Road

Decision: no objection

14. Date of next meeting 19th September 2016

Signed

Date:

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DRAFT