

LANCING PARISH COUNCIL

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 11 July 2018

CLLrs Present:- Geoff Patmore (Chair); Clive Burghard, Gina Scotting and Jean Turner.

Ex-officio:- Cllrs Gloria Eveleigh & Mick Clark.

Officer:- Helen Plant, Clerk

1. To receive nominations for, and the election of Office of Chair for this Committee

Cllr Patmore was proposed and seconded. There were no other nominations.

Resolved – That Cllr Patmore be elected as the Chair of the Finance and General Purposes Committee for the Municipal year 2018/19.

2. To receive nominations for, and the election of Office of Vice Chair for this Committee

Cllr Burghard was proposed and seconded. There were no other nominations.

Resolved – That Cllr Patmore be elected as the Chair of the Finance and General Purposes Committee for the Municipal year 2018/19.

3. Apologies

Apologies had been received and, with the reasons outlined, were accepted from Cllrs Albury, Monk and Purnell.

4. Declaration of Substitute Members

None.

5. Declarations of Interest

None.

6. Public Forum/Questions

None.

7. Minutes of the Previous Meeting held on 9 May 2018

Resolved – That the Minutes of the previous meeting be approved.

8. Accounts for payment

8.1 May Expenditure

Committee **RESOLVED** that the following amounts be paid:-

- i. May Current A/C expenditure in the sum of £49,632.34
- ii. May Clerks Payment A/C expenditure in the sum of £6.30

8.2 June Expenditure

Committee **RESOLVED** that the following amounts be paid:-

- i. June Current A/C expenditure in the sum of £46,228.31
- ii. June Clerks Payment A/C expenditure in the sum of £5.50

9. Cash Balances & Investments

9.1 Approval of Cash Balances & Investments

It was **RESOLVED** that the cash balances and investments of the Council totalling **£583,270.29** as at 30 June 2018 was a true record.

It was questioned why there was a large difference in the amounts as at this time last year to now. The Clerk would clarify this and report back with the reason at the next meeting.

9.2 Borrowing Options

At the last Committee meeting, details in respect of parish council loans was requested (Minute 70.2(b)/May/18 refers).

When considering whether to apply for borrowing approval, parish councils should be fully open and transparent with their electors in all dealings in respect of any plans for borrowing and subsequent loan repayments. Information must be available to residents from an early stage in any project. Evidence of this would be taken into account during borrowing approval consideration. If the precept was to increase to fund borrowing, evidence of public support for this increase would be required to support the application.

The Public Works Loan Board had the power to lend money to parish/town councils in England, subject to the application meeting certain criteria, e.g. capital expenditure.

The amount that an individual council would be authorised to borrow would normally be limited to a maximum of £500,000 in any single financial year for any single purpose. If a higher amount was required, approval might be issued on a phased basis over the life of the project.

Fixed Interest rates varied depending on the amount borrowed and the term and example repayment amounts of a borrowing amount of £500,000 were shown on an appendix. Annuity repayments were fixed half-yearly payments to include principal and interest, EIP (Equal Instalments of Principal) were equal half-yearly instalments of principal with interest on the balance outstanding at the time.

Resolved – (a) That the information be noted.

(b) That the option of borrowing through the Public Works Loan Board to fund the Monks Recreation Ground Improvement project be considered at the next Committee meeting.

10. Detailed Income & Expenditure by Budget Heading

Resolved – That the information be noted.

11. Clerk's Report

11.1 Review of Council Policies and Procedures

It was noted that a review of the Council's Policies and Procedures remained ongoing. An Environmental Policy had been created in line with a model.

Resolved – That the Environmental Policy, as submitted, be approved.

11.2 Community Cinema

The new chairs finally arrived at the beginning of June after a different supplier was sourced and had been greatly welcomed by Hall users generally. The Cinema's income and expenditure had been circulated for Members' information.

Resolved – That the information be noted.

11.3 Lancing Women's Institute Memorial Tree request

Lancing WI would be celebrating its 100th anniversary in 2019 and had requested to plant a donated tree at the Parish Hall, to mirror the bench that was donated for the 80th anniversary, which also stood outside the Parish Hall.

It was noted that there was a suitable location to the front of the Parish Hall building where a tree previously stood but had recently died.

Resolved – That permission granted to Lancing WI to plant a suitable tree at the Parish Hall.

11.4 Lancing Parish Youth Council – Community Garden at the Parish Hall

It was reported that LPYC would like to progress their idea of a community garden/allotment to promote the importance of healthy eating. A rota would be created for YCllrs to tend the garden and the Montessori Nursery were keen to be involved in the project.

Whilst the project required funding to buy the materials and seeds, which the Youth Council was looking into, permission was sought for a suitably sized raised bed to be installed in the rear garden of the Parish Hall.

Resolved – That permission be given to Lancing Parish Youth Council to install and maintain a community garden/allotment at the rear of the Parish Hall.

11.5 Outgoing Parish Hall Bar Licensee – Outstanding Payment - Update

Pursuant to Committee Minute 72.8/May/18, it was confirmed that the ex-Bar licensee, Mr Stephen Vickers, had responded to the Council's request to enter into a repayment scheme to pay off the outstanding amount of £590.

Mr Vickers's had offered to pay off the debt at £10 per week as he is currently not working and had so far paid £30 off the debt with a further payment due week ending 13 July.

Resolved – That the information be noted.