

Findon Parish Council

**Minutes of the Finance & Governance Committee meeting held on 6 September 2018
at 7.45pm at Findon Village Hall, Findon**

Present: Cllrs Goldsworthy (Chairman), Gear, Smith and Wilson.

In Attendance: Clerk Miss F MacLeod.

Item No		<u>Action By</u>
FG 18.14	To appoint a Chairman for the meeting	
	There being no other nominations, Cllr Goldsworthy chaired the meeting.	
FG 18.15	To receive and note apologies for absence	
	Apologies were received from Cllrs Ball and Dean.	
FG 18.16	Chairman's announcements	
	The Chairman advised that he would not be available for the Committee meeting in November to discuss the draft 2019/20 precept, and therefore a new Chairman would be needed for continuity at that time. Cllr Smith advised that although no expressions of interest had been made by existing Committee members, Cllr Robinson had expressed an interest in the Chairmanship, once he had been formally appointed to the Committee at the Findon Parish Council (FPC) meeting on 17 September 2018.	
FG 18.17	To sign as a correct record the minutes of the Finance & Governance Committee meeting held 10/1/2018	
	It was proposed and seconded that the minutes dated 10 January 2018 be approved and signed by the Chairman.	
FG 18.18	Declarations of interest	
	None.	
FG 18.19	Matters arising and actions from the minutes not covered elsewhere on the Agenda	
	None.	
FG 18.20	Public Question Time	
	There were no members of the public or press at the meeting.	
FG 18.21	3-5 year Strategic Plan	
	The Committee reviewed the initial working draft of the Strategic Plan distributed by Cllr Smith. Several suggestions were made to the target areas and these would be incorporated in the next draft to be taken to a future FPC meeting.	SS
FG 18.22	Greens mower	
	The Chairman provided background on the maintenance and condition of the greens mower. He explained that a decision needed to be made whether to continue to maintain and repair the mower for another two years, or look at alternative options for its replacement, by the Working Group. During discussion the following comments were made: <ul style="list-style-type: none"> • A new radiator would cost circa £1.5k excluding labour; • Replacement hydraulics would cost several thousand pounds; • The resale price of the current mower was negligible; • A second-hand suitable 2016 Ransom mower with 1278 hours on the clock and no warranty would cost £25k; 	

Signed:

Dated:

	<ul style="list-style-type: none"> • A new suitable mower would cost circa £40k; • The current mower is also used by Cissbury Estate and Mr Wyatt must be included in discussions; • Subject to discussion and agreement the cost of a replacement second-hand mower costing circa £20k could be split 50/50 with Cissbury Estate; • Consideration should be given to the ‘whole of life’ costs of a mower when looking at options available; • Funds were available in the Nepcote Green Charitable Trust bank account which could contribute towards the replacement mower costs; • Another option could be to contract out the grass cutting service to a company that used its own mower. This had proved unsatisfactory in the past before FPC purchased the greens mower and would not be considered further; • Nepcote Green is being used a lot more for village events and must be kept in good condition; • The Working Group, including a representative from the Cissbury Estate, needs to investigate the options available and recommend a way forward for approval by FPC/Cissbury Estate by the end of this financial year at the latest; <p>Resolved: that</p> <p>1) A meeting of the Working Group takes place as soon as possible to discuss the above comments/options and propose a way forward.</p>	PG/RC
FG 18.23	Review of 2018/19 Budget	
	<p>The Committee reviewed the budget tables produced by the Clerk (as previously circulated) and welcomed that the spending was on target for the first six months of the year. The Clerk explained that the BT charges were still in dispute with BT and that this was ongoing for resolution. There was the potential to change provider in the future. Cllr Carr referred to equipment Open Spaces wished to purchase for leaf collection on footpaths, especially near drains and gullies, at a cost of £2k. This would be discussed at the FPC meeting on 17 September 2018. The Chairman advised that all councillors could identify appropriate requirements for village enhancements for input into the precept/budget setting process.</p>	
FG 18.24	General Data Protection Regulations (GDPR)	
	<p>The Committee reviewed the two draft policies (as previously circulated) which were agreed in principle. Attention was drawn by Lead Cllr Gear to the fact that some councillors were still not using their unique findonparishcouncil.gov.uk email address for FPC business. Cllrs Goldsworthy, Wilson and Carr would contact JNR Computer Services for assistance.</p> <p>Cllr Smith left the meeting at 8.55pm.</p> <p>Resolved: that the Finance & Governance Committee recommends approval of the following two policies at the FPC meeting on 17 September 2018</p> <p>1) Parish Clerk/Responsible Finance Officer and Parish Councillor’s Privacy Notice; and</p>	PG/JW/RC

	2) Electronic Communication Devices – Acceptable Usage Policy – Findon Parish Council.	
FG 18.25	Items for consideration at a future Committee meeting	
	The draft precept/budget would be reviewed and a meeting arranged in November 2018.	

The meeting closed at 9.00pm.