

FINANCE AND GENERAL PURPOSE COMMITTEE

Minutes of the meeting of the Finance and General Purpose Committee held on Monday 7 April 2008. Meeting commenced at 6.00 pm.

Present Chairman: Cllr J Capel
Cllrs P J Adams, M Cole, Mrs J Foster and Ms Hazell

Officer: Mrs Janet Holmes

457. Apologies for absence

Apologies for absence were received from Cllrs P Davies, M Hewitt, M Taylor and S Tilbey

458. Declarations of interest

Cllr Capel declared an interest in item 465 by virtue of his mother using services provided by Age Concern
Cllrs Hazell and Foster declared an interest in item 469 by reason of being on the .committee of another organisation where the same item would be discussed

459. Public Forum

One member of the public was present.

460. To receive the minutes of the meetings held on 11 February 2008

The minutes were duly approved and signed as a true record by the Chairman of the Committee.

461. Financial Matters

a. End of year balances

The figures upto and including 31 March 2008 were distributed and considered by committee members.

b. To agree that funds from a number of cost centres should be carried over to allow for the provision of solar lighting in Burnham Park

It was agreed that funds from the following cost centres be reviewed and transferred or carried forward where necessary, to allow for the installation of solar lights in Burnham Park during the next financial year.

- 4035 Computer Maintenance
- 4060 Legal and Professional
- 4260 Playground repairs
- 4310 Grounds Work
- 4325 Machine Repairs & Equipment
- 4701 Capital Playground
- 4702 Machinery
- 4703 Grounds Machinery
- 4707 New Street Lights

It was agreed that the asset register should include the depreciation of machinery and the amount should be shown on the balance sheet. Suitable funds should be accrued each year for the replacement of machinery.

Consideration will also be given to leasing equipment

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462. To note action taken under Section 75 of the Standing Orders as a matter of urgency between meetings

Information had been received from Bucks County Council that the percentage employees must pay for superannuation was to be amended . Each employee 's contribution would be calculated individually based on their previous years salary The legislation stated that employees must be informed of their new rates before 1 April. The Chairman and Vice-Chairman of the Finance & General Purpose Committee met with the Clerk to take the necessary decisions.

The committee ratified the actions taken.

463. To receive the recommendation from the Recreation and Amenities Committee regarding land at the Cherry Orchard

Members of the Recreation and Amenities Committee recommend that no part of the land at the Cherry Orchard be sold at this time
Mr Dawson was present at the meeting and expressed his concern that any sale could reduce the buffer between their property and residential use
Cllr Hazell asked that the committee consider the financial implications of the proposal; cllr Adams reminded the committee that the land had been bought as a direct result of a request from the people of burnham. Following discussion, the Finance and General Purpose Committee accepted the recommendation of the recreation and Amenities Committee

AGREED

That no part of the land at the Cherry Orchard be sold at this time

464. To discuss members allowances for parish councillors. Item referred from the full council

Councillors considered the discussion document and the following information was noted

1. There are no funds in the current year's budget for such an expenditure.
2. Should the recommendation be made, application must be made to South Bucks District Council for their Remuneration Panel to consider the proposal
3. The District Remuneration Panel may not set out to instruct Town/Parish Councils to pay their members.
4. A Town/Parish Council may only pay its members, should it so desire, if the Remuneration Panel has recommended (a) this course of action, and (b) the level of remuneration.

AGREED That

- a] Annual allowances should not be paid to Parish Councillors
- b] The remuneration panel of South Bucks District Council be requested to make recommendations on the payment of travelling and subsistence allowances for Burnham Parish Council

465. To consider grant applications

Cllr Capel declared an interest in the grant application for Age Concern and took no part in the discussion.

Proposed by Cllr Cole, seconded by Cllr Mrs Foster
AGREED that the following grants be made

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Name	Item requested	Amount requested	Amount granted
Burnham Lighthouse 2008	Financial support Summer Event 2008	£500 given 26/6/07 Recommend that grant be considered in the current council cycle	£500
Padstones	Support to scheme		£500
Age Concern	Requesting grant but no specific amount. Support 13 older people with 8 befriending volunteers in Burnham		£500
Mrs Shirley Shaw	Financial support for Spring Night Out	£340.00	£340
Voluntary Action	Support to scheme		Nil
W R V S	Support to scheme Buckinghamshire Emergency Services		Nil

466. To consider the appointment of Hedley’s solicitor LLP as the council’s legal advisor and to retain them on an annual basis

There have been a number of occasions recently when the Parish Council has needed legal advice at short notice. This has been for matters not budgeted and for which there is no authority to issue a contract. Councillors were requested to consider retaining Hedleys on an annual retainer. Such a fee would be adjusted when formal advice was sought and invoiced

Councillors were reminded that under section 101 of the Local Government Act of 1972, they are empowered to delegate action to a **committee, subcommittee or an officer**. **[nb a committee must consist of more than one member]** It is illegal for individual councillors to take decisions or to commit the Council to unbudgeted expenditure.

The Clerk already has delegated authority to undertake expenditure up to £5,000 without reference back to a committee. This delegation would cover the need to obtain legal advice when necessary.

AGREED that Hedley LLP be appointed as the council’s legal advisor with the Parish Council paying an annual retainer. Clerk to obtain a copy of the company’s professional Indemnity policy

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467. Council Logo

Councillors reviewed the possible logos and requested that a number of them be produced as a complete page to allow councillors to make a decision.

468. Identity Cards

The Parish Council is in the process of having new preprinted cheques produced. The same company will produce identity cards for staff and, if required for councillors. The committee are requested to decide whether councillors should be included in this package

AGREED that identity cards be produced for staff members only

469. Part 2

Cllrs Hazell and Foster declared an interest in this item by reason of being members of another group that will be considering this item. They took no part in the decision making.

To agree to "write off" as uncollectable, the amounts outstanding for hall hire on the Lent Rise Room for Little Explorers.

AGREED that the amounts outstanding from January 2007 be written off as uncollectable.

There being no other business, the meeting closed at 7.45 pm