

BURNHAM PARISH COUNCIL

Minutes of the Meeting of the Finance & General Purposes Committee held at Burnham Park Hall on Monday 29 July 2002 at 7.30 pm

Members Present: *Councillor: B D Dhillon (Chairman)*
Councillor M Taylor (Vice-Chairman)
Councillors: H Blair, J P Capel, S E Davies, L K Hazel and J Somers

28. **Apologies**

Apologies were accepted from Councillor P C Adams, S L Tilbey and J M M Thomson

29. **Declaration of Interests**

There were no declarations on interest.

30. **Minutes of the Committee Meetings – 5 and 24 June 2002**

Councillor B S Dhillon, Chairman of the Committee presented and moved the minutes of the meetings held on 5 and 24 June 2002.

RESOLVED:

- ◆ That the minutes be approved.

Finance Report

31 Members received and noted the financial report of the Finance and General Purposes Committee at 30 June 2002.

32. **Schedule of Payments at 30 June 2002.**

The Executive Officer presented the schedule of payments totalling £21,830.07 at 30 June 2002.

RESOLVED:

- ◆ That the report was received and noted.

33. **Current Council Balances.**

The Executive Officer presented a report identifying the current balances at the bank at 31 June 2002.

Location of Investment	Amount of Investment
Newbury Building Society – term deposit	£486,665.77
Halifax Building Society – Instant Access Account	£ 18,200.34
Lloyds TSB- Deposit Account	£ 1,147.26
Lloyds TSB – Current Account	£ 6,945.95
Total Investment	£512,959.32

RESOLVED

- ◆ The report was received and noted.

34. **Investments in Newbury Building Society.**

Members noted the reinvestment of £111,096.99 in the Newbury Building Society at a rate of 3.91%

35. **Appointment of Internal Auditor.**

Members noted the appointment of B K R Haines and Watts as Internal Auditors for the years 2001/02 and 2002/03. The current fee for 2001/02 was approximately £650.

36. **Annual Accounts 2001/02**

The Executive Officer had been unable to table the draft accounts in time for the meeting and requested that the matter should be considered at an additional meeting

RESOLVED

- ◆ That the draft accounts would be considered at an additional meeting to be arranged by the Executive Officer.

37. **Budget time table: 2003/04**

Members considered a report by the Executive Officer outlining a budget timetable. Members discussed the need to develop a policy and guidelines for the relevant committees to assist them in the budget process. Members discussed the proposed timetable and the need for Full Council to endorse the policy and guidelines.

RESOLVED

- ◆ That an outline policy and guidelines to assist committees in setting their 2003/04 budget should be discussed at an additional meeting of the committee and recommended to the next Full Council meeting.
- ◆ That the Executive Officer would arrange an additional meeting of the committee.

38. **Additional Funding to purchase a new Tractor**

Members received and considered a report from the Executive Officer regarding a request from the Recreation and Amenities Committee to the Finance and General Purposes Committee to recommend to Full Council the release of additional funds from the General Reserves to purchase a new tractor.

The report informed members of the current condition of the tractor and reasons for the purchase of a new tractor, including the long term costs of the capital machinery replacement within the Recreation and Amenities Committee and its potential impact on the Council's investment income over the next 15 years.

Members discussed the opportunities to consider other sources of purchase.

RESOLVED

- ◆ That the committee would support the recommendation to release additional funds
- ◆ That the Executive Officer would speak to Bucks CC, SBDC and the Central Government Buying Service to establish if a replacement tractor could be purchased at a cheaper price.

39. **Grant Applications**

Members noted the receipt of a request from the RSPCA for funding.

Resolved: That.

- ◆ That the RSPCA should be informed of the Council's Grant making policy should they wish to apply for funding
- ◆ That the RSPCA should be requested to identify their location of their nearest premises which cover the Burnham area.

40. **Transfer of Justice Licence**

Members considered the transfer of Justices licence for The Lambourne Club, Dropmore Road, Burnham.

Resolved:

- ◆ The Council had no objection.

41. **Application for Public Entertainment Licence**

Members considered the application for a Public Entertainments Licence by the Jolly Woodman, Littleworth Road, Burnham

Resolved:

- ◆ The Council had no objection.

42. **Date and time of next meeting**

The next arranged meeting would be at 7.30 pm on Monday 23 September 2002. An additional meeting would be arranged to consider the draft accounts and the budget policy and guidelines.

Exclusion of Press and Public

43. **Resolved**

- ◆ That under Section 100 (A) (4) of the Local Government Act 1972 the Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 Schedule 12A to the Act

Chairman

Date