

FARNHAM ROYAL PARISH COUNCIL

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MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF FARNHAM ROYAL PARISH COUNCIL HELD ON MONDAY 13 JULY 2020 AT 10.00AM VIA ZOOM

Present

Mr. Bob Milne (Chairman)
Mrs. Marilyn Rolfe
Mrs. Judith Hall – Clerk

1. Apologies for absence

Mr. Paul Rowley and Mr. John Hodges

2. To approve minutes of the meeting held on 15 June 2020

The minutes were **confirmed** as a true and accurate record and the minutes were then signed by the Chairman.

3. Matters arising from previous minutes not covered elsewhere on the agenda

- 3.1 It was agreed that a formal written approach should be made to the Dukes Head Public House regarding the relocation of the Farnham Royal noticeboard and defibrillator. The Clerk agreed to do this.
- 3.2 The Clerk was asked to progress the installation of the raised flowerbed on the strip of land next to Kingsway Green. The Clerk agreed to do this.
- 3.3 Mrs. Rolfe confirmed that she and the Clerk had attended the Beeches Community Board meeting and that a report would be issued for the next parish council meeting.
- 3.4 It was also agreed that progress needed to be made with reviewing the asset register.

4. To review the quarterly management accounts to 30 June 2020

The Chairman asked those present whether they had had an opportunity to review the quarterly management accounts previously circulated. Those present confirmed they had. The Clerk and Chairman made the following observations:

- 4.1 The increase in anticipated income was as a result of grants and donations received in respect of Covid19 and the Kingsway Green project.
- 4.2 The increase in expenditure on open spaces was as a result of the increased spending anticipated on the Kingsway Green project to utilise the donation, the inclusion of the payment for the 2019/20 LAF project in this financial year and an increase in the extra works budget to reflect the amounts already spent this year.
- 4.3 No change was anticipated to the devolved services budget.
- 4.4 No change was anticipated to the street lighting budget.
- 4.5 The play equipment, bus shelters and benches budget had increased slightly to reflect amounts already spent this year.
- 4.6 No change was anticipated to the highways budget.
- 4.7 No change was anticipated to the grants budget.
- 4.8 No change was anticipated to the neighbourhood plan budget.
- 4.9 The public conveniences budget had been revised downwards to reflect a more accurate cost.
- 4.10 The small increase in the decorations budget related to the payment made to a resident for looking after the flying of the flag in Farnham Royal which had been omitted from the original budget by mistake.
- 4.11 The small increase in the administration budget related to a slight increase in the Subs and DPA registration budget to reflect amounts already spent this year.
- 4.12 The increase in other expenses was to reflect expenditure relating to the Covid19 grants and donations. It was agreed to recommend the accounts to the Parish Council at the July 2020 Parish Council meeting.

5. Any other business

5.1 Mrs. Rolfe raised the email recently received from Pippa Reid, the District Commissioner for Farnham Common and Hedgerley Girl Guides, regarding the Guide Hut and asked for the notes of the initial meeting held with Pippa Reid to be circulated to all councillors and shared with her. Mr. Milne advised that in a previous article in the Farnhams Magazine it had been stated that the Parish Council only owned the land and not the hut. The Clerk advised that she would check the lease to clarify this as this had not previously been mentioned. It was agreed that the lease would be scanned to Mrs. Rolfe and Mr. Milne for review.

5.2 Mr. Milne asked what progress had been made regarding the gates at either end of footpath 11. The Clerk advised that the contractor was struggling to locate footpath 11 to inspect the gates but Mr. Milne felt as he had already inspected the footpath and gates the next step was to report the issues to the Rights of Way team at BC. The Clerk agreed to do this.

6. Date and time of next meeting:

The meeting closed at 10.55am. The next meeting is 19 October 2020 at 10am

Signed as a true record of the meeting:-

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Chairman