

# FARNHAM ROYAL PARISH COUNCIL

Judith Hall  
Clerk to the Council  
clerk@farnhamroyal-pc.gov.uk  
01753 648497

Sherriff House  
The Broadway  
Farnham Common  
SL2 3QH

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## MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF FARNHAM ROYAL PARISH COUNCIL HELD ON MONDAY 16 NOVEMBER 2020 AT 10.00AM VIA ZOOM

### Present

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

### **1. Apologies for absence**

Mr. John Hodges

### **2. To approve minutes of the meeting held on 19 October 2020**

The Chairman requested that item 7 was reworded as follows: 'Roger Home joined the meeting to discuss potential projects for the next five years. It was agreed that a number of the projects are not the Parish Council's responsibility but Roger Home suggested that if the Parish Council doesn't do them, they won't get done. (Clerk's note: this will be discussed at the next finance committee meeting.) Roger Home advised that the Farnham Royal Parish Council precept is much lower than other Beeches Community Board parishes. The Chairman expressed his opinion that the Parish Council was in the middle group with four other parishes and that the next big project would be the playground and Guide Hut area and stated that the Parish Council should start saving when the project has been costed. Those present were reminded to consider the number of people who would benefit from the playground and Guide Hut project versus the number that would benefit from other projects such as crossings, footpath improvements, drainage, road resurfacing etc. It was felt that the Parish Council should hassle BC more about the standard and frequency of work carried out.'. Following this the minutes were **confirmed** as a true and accurate record and they were then signed by the Chairman.

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

3.1 It was reported to the meeting that the Trustees of Farnham Royal Village Hall had agreed that the defibrillator could be installed on one of the outside walls.

3.2 The Clerk advised that she had not yet spoken to the donor who requested the flower bed along the strip of land next to Kingsway Green but would progress this before the next meeting.

3.3 The Clerk advised that she had not yet met with Paul Rowley to revise the values in the Asset Register and update the Risk Register and Financial Regulations but it was agreed that this would be done before the January 2021 Finance Committee meeting.

### **4. To consider 2021/22 budget forecast**

Those present reviewed the 2021/22 budget and subsequent forecast prepared when the 2020/21 budget was agreed.

4.1 It was agreed that the following steps should be taken:

- The Clerk should investigate the likely RPI rate that would be applied to the Amersham Town Council contract and the Clerk's salary.
- The Clerk should review the office lease to check when rent increases will be applied during the forecast period.
- The Clerk should add a column for 2023/24.

- The Clerk should obtain the arboriculture report as soon as possible and seek quotes to ensure accurate figures can be included in the budget.
- The entry for LAF match funding should remain unchanged.
- The pension deficit line should be removed.
- The Beeches Road consultation line should be removed.

4.2 The Clerk advised that she had been told by the contractors that some of the Christmas lights were likely to need replacing next year. It was agreed that she would seek quotes from the current contractor to ensure accurate figures can be included in the budget.

**5. Any other business**

The Chairman expressed his feeling that the work required to the holly tree in St. Mary's Churchyard should be done.

**6. Date and time of next meeting:**

The meeting closed at 11.05am. The next meeting is 13 January 2020 at 10.00am via Zoom

Signed as a true record of the meeting:-

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Chairman