

FRPC Parish Council for The Farnhams

Information for the Parish Council Meeting on 28 March 2022

3 Matters Arising (not covered elsewhere on the agenda - for information only)

3.1 Update on Community Board Review by Buckinghamshire Council Select Committee

The Chairman attended a meeting on 15 March 2022 to review Community Boards. He will provide a verbal report at the meeting.

3.2 Update on follow up Subject Access Request

The Clerk received a follow up request on 22 February 2022. All of the requested information that could be located was provided on 7 March 2022.

4 To receive a report from the Projects Working Group

The latest meeting of the Projects Working Group is due to take place on 25 March 2022. A verbal report will be provided by Jenny Quilter, Chair of the Group, at the meeting. The Parish Council may be asked to make decisions based on recommendations provided.

5 To consider a request to move a streetlight by the entrance to the former site of Cut Heath House, Parsonage Lane.

The developer working at the former site of Cut Heath House, Parsonage Lane has asked whether the Parish Council will agree to relocate the streetlight by the entrance to the site. A copy of the written request has been circulated to councillors separately.

6 To consider a response to the consultation on warding arrangements for Buckinghamshire Council

As has previously been discussed, Farnham Common and Farnham Royal are currently in two different Buckinghamshire Council wards. The current consultation on warding arrangements will end on 4 April 2022. It is proposed that the Parish Council comments as follows: 'The Parish of Farnham Royal is made up of Egypt, Farnham Common and Farnham Royal. It therefore makes no sense to councillors and residents for Farnham Royal to be in a different Buckinghamshire Council ward. The Parish Council believes that Egypt, Farnham Common and Farnham Royal should be in the same ward.'

All councillors and residents are encouraged to comment on the consultation which can be found at: <https://consultation.lgbce.org.uk/have-your-say/29857>

7 To review the following policies:

7.1 Expenses

The principle behind this policy is to ensure Councillors are reimbursed for expenditure reasonably incurred in the performance of their duties. One councillor has asked for the policy to be reviewed in respect of mileage incurred in the Parish. A copy of the policy has been circulated to councillors separately.

7.2 Dignity at Work/Bullying and Harassment

This policy is designed to support the Parish Council's value of respecting others confirming that it will not tolerate bullying or harassment by, or of, any of its employees, officials, members, contractors, visitors to the council or members of the public. A copy of the policy has been circulated to councillors separately.

7.3 Grants

This policy sets out the powers under which grants can be awarded by the Parish Council, eligibility criteria and conditions of support. A copy of the policy has been circulated to councillors separately.

7.4 Information and Data Protection

The Parish Council recognises it must at times, keep and process sensitive and personal information about both employees and the public. This policy is designed to make sure that the Council not only meets its legal obligations but ensures high standards. A copy of the policy has been circulated to councillors separately. It is necessary to appoint a new Data Protection Officer.

8 Finance:

8.1 To consider a quote for repairs to the Christmas Decorations

Following the annual inspection of the Parish Council's Christmas decorations, repairs totalling £1,110.80 plus VAT are required. A copy of the report has been circulated to councillors separately.

8.2 To consider the appointment of AGHS Accounting & Taxation Services Limited to prepare the 2021/22 Annual Accounts

The Parish Council's accountant, AGHS Accounting & Taxation Services Limited, has agreed to prepare the 2021/22 accounts and has provided a quote of £565 plus VAT. The cost for 2020/21 was £540 plus VAT.

8.3 To consider the appointment of Azets Audit Services Limited as the 2021/22 Internal Auditor

The Parish Council's internal auditor, Azets Audit Services Limited, has agreed to carry out the 2021/22 internal audit and has provided a quote of £1,495 plus VAT. The cost for 2020/21 was £1,125 plus VAT. The Clerk has been advised that the increase is as a result of considerable challenges in the audit industry. The most significant challenge being the lack of suitable audit staff and a greatly increased demand for audit services. This has led to capacity issues for most auditors which in turn has led to larger than usual salary increases.

8.4 To approve payments and note receipts, as per the cashbook

The cashbook has been reviewed and approved by the Chair of the Finance Committee and has been circulated to councillors separately.

9 Planning:

9.1 To ratify comments submitted on recent applications

The schedule of comments submitted to the planning authority has been circulated to councillors.

9.2 To note recent planning decisions

The schedule of planning authority decisions has been circulated to councillors.