

# Wickham Parish Council

## Finance Committee

Minutes of a meeting of the above Committee held at Wickham Centre on Tuesday 7<sup>th</sup> March 2017 at 8pm.

**Present:** Angela Clear (Chairman), Sue Roger-Jones (Vice-Chairman), Justin Gamblin, Di Frost.

**Parish Councillors:** Trevor Astbury, Alan Ediss, Thérèse Evans, Tim Harper

Parish Clerk Nicki Oliver.

1. **To receive apologies for absence** None.
2. **To receive declarations of interest on agenda items** Clerk and Cllr Roger-Jones declared personal interests in item 4.5 as secretary and committee member of the Youth Club.
3. **To adjourn meeting to allow participation by members of the public** Not required.
4. **Agenda**

4.1 To review Risk Assessment for Major Public Assets March 2017 **Agreed to recommend to Full Council for adoption.**

4.2 To review Risk Assessment of Financial and Non-Financial Internal Audit Controls March 2017 prior to production of an Action Plan for inclusion with end of year accounts **Agreed to recommend to Full Council for adoption.**

**Agreed that the Council should look at the Local Council Award Scheme that has replaced Quality Parish status.**

4.3 To review audit tests carried out for 2015/16 and agree scope of internal audit work required for 2016/17 **Agreed to maintain the audit tests carried out in 2015/16.**

4.4 To receive asset register March 2017 prior to year end **Agreed to recommend to Full Council for approval.**

4.5 To consider grant application from Wickham Youth Club for maintenance and work to comply with health and safety requirements to the buildings **Agreed to recommend to Full Council that a grant of up to £1500 be made to the Youth Club and paid on receipt of invoices for work carried out.**

4.6 Proposal to contribute £2,010 + VAT towards the cost of replacing the black and gold bins in Wickham Square total cost £3,609.88 **Agreed to recommend to Full Council for approval.**

4.7 To receive update on offer of commuted sums in relation to the Croudace development **Agreed to recommend to Full Council that the sums offered for the play area - £40k and Glebe - £80k open space are accepted. The sum towards the replacement pavilion is still to be finalised.**

4.8 To receive updated specification and rates for Paul Collins's grounds maintenance four year extension of contract **Agreed to recommend to Full Council for approval.**

4.9 To receive updated OCS rates for emptying dog bins and play area safety checks for 2017/18 **Updated rates approved.**

4.10 To receive updated quote for work to St Nicholas Row trees following grant of planning permission **Agreed to proceed with work, which is included in this year's budgets, as quickly as possible.**

4.11 To review Parish Council's insurance for 2017. **It was agreed to continue with the agreement with Zurich for a further three years.**

5. **To identify any unmanaged risks within this committee's remit** None.
6. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** Continue to monitor.
7. **Recent correspondence/ reports from meetings attended of relevance to this committee** None.

Meeting closed 9pm