

MINUTES of Chalfont St Peter Parish Council FINANCE & GENERAL PURPOSE COMMITTEE held on

Thursday 18th November 2021 at 7.30pm in the Council Offices, Gravel Hill,
Chalfont St Peter, Bucks, SL9 9QX



MINUTES

Present: Cllr Darby (Chair), Cllr Dale, Cllr Jha, Cllr Rush, Cllr Shinner, Cllr Smith & Cllr Vldar

In attendance: Mrs Debbie Evans (DE – RFO via virtual technology), Mrs Vikki Murdock (VM – Assistant Clerk)

43. **Apologies:** Cllr Dickson, Cllr North & Cllr Southworth

44. **Declaration of Interests:** Cllr Shinner – Feast of St Peter Ltd
Cllr Dale – The Maria Taylor Charity

45. The minutes from the Finance Committee, held on 23rd September 2021 were reviewed and approved as a correct record. Proposed by Cllr. Shinner and seconded by Cllr. Smith. All agreed.

46. **Review Action Points:**

19bi & 19bii (C) Cllr Rush and Cllr Vldar were now working together to post on the Council's social media sites. A request was made for more Councillors to pass information to them that they wish to be posted. Things that they were involved with, photographs etc. **Completed**

19c (C) The poster was completed and Cllr Shinner confirmed that Met One would be producing it, hopefully before Christmas. **Completed**

19f (C) Cllr Dale had spoken to representatives in Black Park who would be getting back to him. Chiltern Rangers have agreed to sell him some boxes. He may have some for the stall on Fun Night. **C'fwd**

19g (C) No update on the 'Day in the life' interview. **C'fwd to next year.**

12 An analysis of the water meter readings has shown that previous estimated bills were based on a lower consumption than is actually used. Therefore the large bill for Q1 2021-22 appears to have been correct. The meter readings will continue to be monitored for at least another six months. **C'fwd to May 2022.** It was suggested that we ask Castle Water to test the meter just to rule out the possibility of inaccurate readings. **ACTION VM**

19. Cllr Shinner to set up a working party meeting to discuss the Village Guide 2022-2023. **ACTION Cllr Shinner. C'fwd**

21. The post regarding the Outline Application from MSA had been done. **Completed**

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47. **Correspondence:** None

48. The Interim Internal Audit Report 2021-22 was reviewed. It was noted that the bank statement for the Cambridge and Counties Savings Account had now been received, in response to the one recommendation listed. Staff were thanked for completing a good audit.

49. It was agreed to recommend to renew the annual subscription for the CPRE at a cost of £36. Proposed by Cllr Dale and seconded by Cllr Vldar. All agreed. Cllr Rush asked whether an electronic version of their newsletter was available. **ACTION VM**

Recommend to Main Council: Renew the subscription to CPRE at a cost of £36.

50. It was agreed to recommend that a donation be given to The Chalfont St Peter Parish Church of £200 for their support for the Maria Taylor Carol Concert. The letter will explain that this is a larger amount than usual as the concert did not take place last year and no income would have been received. This is intended as a one off larger payment with no intention to make this the new annual figure. Proposed Cllr Vldar and seconded by Cllr Shinner. All agreed.

Recommend to Main Council: A donation to The Chalfont St Peter Parish Church of £200.

51. It was agreed to recommend that a donation be given to The Chalfont Wind Band of £200 for their support for the Maria Taylor Carol Concert. The letter will explain that this is a larger amount than usual as the concert did not take place last year and no income would have been received. This is intended as a one off larger payment with no intention to make this the new annual figure. Proposed Cllr Vldar and seconded by Cllr Shinner. All agreed.

Recommend to Main Council: A donation to The Chalfont Wind Band of £200.

52. The draft budget 2022-23 for the Finance and General Purpose Committee was discussed. Further information was required to complete the budget for the Neighbourhood Plan 4266/430, **ACTION VM**. The RFO was also asked to check that the BALC subscription took account of the new charges 4105/400 **ACTION RFO**. The rest of the Finance & General Purpose budget was agreed. The Capital budget and Ear Marked Reserves were also discussed and agreed. The total budget was also agreed subject to discussions at the Human Resources Committee and a quote yet to be received within the Amenities and Planning Committee budget for a streetlight survey. Proposed Cllr Shinner and seconded by Cllr Dale. All agreed.

Recommend to Main Council: The draft budget for 2022-23 was agreed subject to Amenities & Planning, Human Resources and Neighbourhood Plan.

53. It was agreed to recommend a precept for 2022-23 of £473,768.28, subject to the final decisions made in item 52 above. Proposed by Cllr Shinner and seconded by Cllr Dale. All agreed.

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Recommend to Main Council: To request a precept of £473,768.28 for 2022-23 subject to final decisions made as outlined in item 52.

54. The Finance Reports for October 2021 (month 7) were reviewed and noted.
55. The latest bank statement for the Parish Council and Reconciliation Report were shown to all Committee members and all agreed that the two balances matched as at the 29th October 2021.
56. Communications requested from Committees:
Amenities & Planning – none
Humans Resources – none
Open Spaces – none
- It was agreed that the results of the appeal from MSA regarding the Application for the M25 should be posted. **ACTION Cllr Rush**
57. **Information Items:** None
58. To resolve that in view of the confidential nature of the business to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw (Public Bodies (Admissions to Meetings) Act 1960s1). None
59. **Date of next meeting:** **Thursday 2nd December 2021 at 7.30pm**

Meeting ended at 9.15pm

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