

CHALFONT ST PETER PARISH COUNCIL

Minutes of the **Finance & General Purpose Committee** held online using Zoom on Thursday 17th March 2022 at 7.30pm.



This meeting is an advisory meeting to provide guidance and advice to the Clerk who during this time of COVID has delegated decision making authority.

MINUTES

Present: Cllr Darby (Chair), Cllr Dale, Cllr Jha, Cllr North, Cllr Rush, Cllr Shinner and Cllr Smith

Also Present: Debbie Evans (DE - Clerk/ RFO), Vikki Murdock (VM - Assistant Clerk)

70. **Apologies:** Cllr Dickson, Cllr Southworth & Cllr Vldar

71. **Declaration of Interests:** Cllr Darby, Cllr Rush & Cllr Smith – Buckinghamshire Council
Cllr Darby – BMKALC
Cllr Shinner – Feast of St Peter Ltd

72. The minutes from the Finance Committee, held on 2nd December 2021 were reviewed and approved as a correct record. Proposed by Cllr. Smith and seconded by Cllr. Shinner. All agreed.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

73. **Review Action Points:**

19f (C) Cllr Dale explained that this was now forming part of the Big Biodiversity Battle in conjunction with Chiltern Rangers. He will still be involved, but for now this did not require further review.

19. Cllr Shinner advised Committee that the aim was to publish the new Guide in January 2023, hence it would be a Guide for 2023-24. He will be asking councillors to join the Working Party at Main Council in March and will use Feast Day to canvas for additional support, with a view to starting work after that. Cllr Dale asked that his name be included within the Working Party.

74. **Correspondence:** None

75. It was noted that following a robust review and update of the Financial Regulations in July 2021, there were no issues currently arising and no changes were required. Proposed Cllr Smith and seconded by Cllr Rush. All agreed.

Recommend to Main Council: To agree the current Financial Regulations.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

Name:

Date:

Page: 1

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76. The current strategy of investing Parish Council monies in different savings accounts was discussed and agreed and it was felt that the strategy should be written as follows:

'The Parish Council will seek to mitigate the risk of banks failing and maintain investments of not more than £85K within any institution. The only exceptions to this will be the Nat West Current Account and the HSBC Community Account, as these are used on a daily basis and may from time to time exceed this'. Proposed Cllr Dale and seconded by Cllr North.

The Assistant Clerk was asked to identify one or two further institutions where investments could be placed and necessary investments to be agreed at the March council meeting due to the imminent receipt of precept monies. **ACTION VM**

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

Recommend to Main Council: To agree the wording of the Parish Council Investment Strategy as above.

77. It was agreed, based on the quotations received, to renew the electricity contract with E-on for 24 months. Proposed Cllr Dale and seconded by Cllr Shinner. All agreed

Recommend to Main Council: To renew the electricity contract with E-on for 24 months.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

78. The Government have introduced a scheme whereby local authorities can apply for a grant to install electric car charging points on council sites for staff. This was discussed and it was agreed that further information was required, especially regarding how they would be used and the cost of the electricity. This would then be discussed again at the next meeting. **ACTION DE**

79. Cllr Shinner explained that sponsorship for Feast Day was going well, but that a need to supply fresh drinking water had been identified by the Safety Advisory Group at Buckinghamshire Council. This had not been a requirement in the past. It was agreed to recommend a donation of £1000 to Feast of St Peter Ltd, to help with the cost of providing water at the event. This would be paid from the donations budget which would be rolled over at the end of the financial year. Proposed by Cllr Darby and seconded by Cllr Dale. All agreed

Cllr Shinner thanked the Parish Council and said they would be included within the Feast Day program.

Recommend to Main Council: A donation of £1000 to Feast of St Peter Ltd as a contribution to the provision of fresh drinking water at the event.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

80. It was agreed to renew the annual subscription for the ICCM up to a cost of £110. Proposed Cllr Shinner and seconded by Cllr Dale. All agreed.

Name:

Date:

Page: 2

Recommend to Main Council: To renew the annual subscription to the ICCM up to a cost of £110.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

81. It was agreed to renew the annual subscription to BMKALC at a cost of £2163.22 for 2022-23. Proposed Cllr Smith and seconded by Cllr Dale. All agreed.

Recommend to Main Council: To renew the annual subscription to BMKALC at a cost of £2163.22.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

82. The Finance Reports for February 2022 (month 11) were reviewed and noted.
83. 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 28th February 2022.
84. Communications requested from Committees:
Amenities & Planning – none
Humans Resources – none
Open Spaces – none
85. **Information Items - none**
86. 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

Date of next meeting: Thursday 9th June 2022 at 7.30pm

Meeting ended at 8.30pm

Name:

Date:

Page: 3

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