



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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28th February 2018

To Councillors:

Jo Davis (Vice-Chair); Stephen Goodwin; Edward Jones; Simon Kidd; Andrew Larcombe (Chair); Jonathan Rich; Kathy Thomas.

You are hereby summoned to attend a meeting of the Finance & Amenities Committee of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 6th March 2018 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West
Parish Clerk

AGENDA

Meeting of the Finance & Amenities Committee

7.00pm

Public Session - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general.** Please be aware that if matters are raised not related to this agenda they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason. Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in closed session).

****PLEASE ENSURE THAT MOBILE TELEPHONES ARE SET TO 'SILENT' MODE IN THE COUNCIL CHAMBER****

Please be aware that Parish Council meetings may be recorded, subject to the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.

F&A072 – 06/03/2018 Apologies for Absence

To receive and approve, if necessary, any apologies for absence.

F&A073 – 06/03/2018 Declarations of Interest

To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.

Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.

F&A074 – 06/03/2018 Minutes

- i. To consider and approve the minutes of the Finance & Amenities Committee meeting held on 9th January 2018 (pre-reading appendix A).
- ii. To review updated copy of the actions register (pre-reading appendix B).

F&A075 – 06/03/2018 Items for Urgent Report

Items which, in the opinion of the Chair, should be reported on as a matter of urgency.

F&A076 – 06/03/2018 Review of Current Finances 2017/18

To consider report on financial spend against budget for the 2017/18 financial year covering both operational and capital projects budgets. To also include review of the Balance Sheet for bank account balances, petty cash, VAT and Reserves (pre-reading appendix C).

F&A077 – 06/03/2018 Review of Debtors and Creditors

To review the financial debtors and creditors report and make any associated decisions (report to be tabled at the meeting).

F&A078 – 06/03/2018 Review of Section 106 Finances

To review report on financial spend (actual and pending) for the Wellow Lane Section 106 monies (pre-reading appendix D).

F&A079 – 06/03/2018 Internal & External Audits

To receive progress update on the items raised from the interim internal audit report for the 2017/18 financial year (pre-reading appendix E).

F&A080 – 06/03/2018 Review of Financial Regulations

To review the current Financial Regulations and consider any changes for inclusion in their re-adoption at the Annual Meeting of the Full Council in May (pre-reading appendix F).

F&A081 – 06/03/2018 Community Grants

To receive update on feedback from Community Grant and Village Event awards for 2017/18 and to ratify the changes to the Terms and Conditions for the 2018/19 Community Grants (pre-reading appendix G).

F&A082 – 06/03/2018 Grass Cutting Contracts

To consider options regarding the mowing contracts for Beacon Field and the Recreation Ground and to make associated decisions (pre-reading appendix H).

F&A083 – 06/03/2018 Historical Tickets

To receive update regarding the donation of some historical tickets from a post WWII dance held in the village being displayed at Beacon Hall and make any associated decisions (pre-reading appendix I).

F&A084 – 06/03/2018 Ashgrove Cemetery

- i. To consider requests for new memorials at Ashgrove Cemetery (pre-reading appendix J).
- ii. To receive update on query regarding Exclusive Right and interment of cremated remains (pre-reading appendix K).
- iii. To receive update on works at Ashgrove Cemetery (pre-reading appendix L).

F&A085 – 06/03/2018 Beacon Hall

- i. To receive a report and make associated decisions on any non-standard booking queries and enquiries.
- ii. To receive update on Beacon Hall outstanding improvement projects (pre-reading appendix M).
- iii. To review the Beacon Hall booking policy and rates of hire (pre-reading appendix N).

F&A086 – 06/03/2018 Requests from Party in the Park

To consider requests from Party in the Park in relation to their event to be held in Beacon Hall/Field on 9th June 2018 as follows (pre-reading appendix O):

- i. To book Beacon Hall for an evening event from 8pm to 11pm, including the erection of a marquee on the lawn in front of Beacon Hall.
- ii. For the evening booking to be free of charge, with proceeds from the event going to charity.
- iii. For the Parish Council to light the Beacon outside Beacon Hall, facilitated by Parish Council staff.

F&A087 – 06/03/2018 Review of New Actions

To review that any actions generated from the meeting have been correctly captured on the Actions Register.

F&A088 – 06/03/2018 Date and Time of Next Meeting & Future Agenda Items

The date of the next Finance & Amenities Committee meeting is scheduled to be held on Tuesday 1st May 2018 at 7pm at Beacon Hall.