



## PEASEDOWN ST JOHN PARISH COUNCIL

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25<sup>th</sup> April 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 1<sup>st</sup> May 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&A089 – 01/05/2018 Apologies for Absence**

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

### **F&A090 – 01/05/2018 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&A091 – 01/05/2018 Minutes**

- i. To consider and approve the minutes of the Finance & Amenities Committee meeting held on 6<sup>th</sup> March 2018 (appendix A).
- ii. To review updated copy of the Actions Register on SharePoint.

**F&A092 – 01/05/2018 Items for Urgent Report**

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

**F&A093 – 01/05/2018 Community Grants**

To consider Community Grant and Village Event applications for 2018/19 and make decisions and/or associated recommendations for ratification at Full Council (appendix B). To also consider adherence to the Terms and Conditions regarding feedback from 2017/18 receivers.

**F&A094 – 01/05/2018 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 (appendix C).

**F&A095 – 01/05/2018 CIL & Community Empowerment Fund**

To receive update on Community Infrastructure Levy and Community Empowerment Fund income and expenditure (appendix D).

**F&A096 – 01/05/2018 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&A097 – 01/05/2018 Review of Section 106 Finances**

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

**F&A098 – 01/05/2018 Carrying Forward of Remaining Budget Balances**

To consider recommendations regarding the carrying forward of specific budget balances from the 2017-18 to the 2018-19 financial years for items already agreed (appendix F).

**F&A099 – 01/05/2018 Internal & External Audits**

To receive update on both the Internal and External Audits for the 2017/18 financial year and to consider any recommendations/to decide on any related action items.

**F&A100 – 01/05/2018 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 (appendix G).

**F&A101 – 01/05/2018 Ashgrove Cemetery**

- i. To consider requests for new memorials at Ashgrove Cemetery (appendix H).
- ii. To consider suggestions regarding the removal of commemorative flowers/items on graves (appendix I).
- iii. To receive update on works at Ashgrove Cemetery and to consider proposal from a resident regarding shrubs for the Garden of Remembrance (appendix J).
- iv. To consider suggestion regarding combined donations and plaques for the remaining Memorial benches for the Garden of Remembrance, also agree pricing for memorial roses (appendix K).

**F&A102 – 01/05/2018 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 (appendix L).
- iii. To consider feedback provided on Beacon Hall bookings and to consider recommendations on the Beacon Hall booking policy and rates of hire (appendix M).

**F&A103 – 01/05/2018 Review of New Actions**

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

**F&A104 – 01/05/2018 Date and Time of Next Meeting & Future Agenda Items**

The date of the next Finance & Amenities Committee meeting is to be determined.