

BURGHFIELD PARISH COUNCIL

Minutes of the Governance & Finance Committee Meeting

Date: Thursday 20 October 2022 **Time:** 6.30pm

Place: Burghfield Village Hall, West Wing Committee Room

Present: Cllr I MacFarlane Cllr T Ansell
Cllr P Lawrence

Attending: Clerk to the Parish Council 1 member of the public.

Apologies Cllr I Morrin Cllr C Jackson-Doerge
Cllr L Sharp

1.1022 **Apologies for Absence**

Apologies for absence were received and accepted from Cllr L Sharp, Cllr C Jackson-Doerge, and Cllr Morrin.

2.1022 **Declaration of any personal or financial interests**

Members present did not declare any personal or financial interests.

3.1022 **Applications for Dispensations**

No applications were received prior to the meeting by members present.

4.1022 **Minutes of the last Meeting**

The minutes of the last meeting held on 29 September 2022 having been circulated, were confirmed a correct record, and signed by the Chairman.

5.1022 **To deal with any items requiring URGENT attention**

No items requiring urgent attention were raised.

6.1022 **Accounts**

- i) To consider requests for donations under section 137 of the Local Government Act 1972 received

Members present reviewed applications for grant funding received:

Resolved: Members expressed a wish to support the continued service and operation of the Handybus. The organisers are to be asked to complete the necessary documentation stipulating the exact figure being requested. Upon receipt of the required documents the item will be reconsidered by members accordingly.

As part of the grant process, all beneficiaries of funding from Burghfield Parish Council are to be asked to provide a newsletter article and accompanying picture to advertise the causes being supported by the parish council.

- ii) To receive the budget comparison figures for the current financial year.

The budget comparison figures for the period 1 April to 20 October 2022 were presented and the figures noted. The current expenditure is based on the current year's budget and excluded those figures that related to the previous year's commitment but had been paid in the current financial year.

- iii) To approve the contribution to Burghfield library for the next financial year

Resolved: To contribute £1 per resident towards the operation of the library for the next financial year as requested. The total donation equating to £5,915.

- iv) To receive a report of CIL monies held and received to date

Members noted the current balance of CIL monies held. Monies are earmarked for allocation to replace the safer surfacing at the various play areas within the parish.

- v) To give consideration to any specific areas of potential cost saving prior to budget setting

Members reviewed the current budget, discussing areas of potential saving for financial year 2023/2024. A saving is anticipated from the reduction of 4

newsletters to 3, the lease for the Mower coming to an end, the contract for external HR services coming to an end and a reduction in community events scheduled for 2023/2024.

7.1022

Governance & compliance

- i) To receive suggestions of potential projects requiring funding from committee chairman

The committee chairman discussed suitable projects for consideration accordingly.

- ii) To determine the specific projects for inclusion within the revenue and capital estimates for financial year 2023/24 for approval by the parish council

The following projects are to be incorporated within the budget for financial year 2023/2024, utilising both EMR and CIL monies held:

- 1) Skate park – budget allocation for one piece of equipment per year at £8,000 for next 5 years based on the current modular system.
- 2) Christmas lights – budget allocation of £10,000 for Festive lighting for 2023
- 3) Play areas – EMR allocation for replacement of safer surfacing.
- 4) Solar batteries - Installation of solar batteries at village hall to encourage self-sufficiency.
- 5) Water provision at allotments – budget allocation of £5,000.

8.1022

Matters for Future Discussion – Provision of outreach Post Office service

9.1022

Items for Information Only

10.1022

EXCLUSION OF PRESS AND PUBLIC

To resolve, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following:

11.1022

Staffing Committee

- i) To determine any issues pertaining to HR matters upon the council requiring consideration by the staffing committee

The advertisement for a Support & Communications officer has been distributed accordingly with a closing date of 4th November 2022 having been stated.

Conclusion: The Chairman declared the meeting closed 19.36pm.