

**MINUTES OF A MEETING OF**  
**THE FINANCE & GENERAL PURPOSES COMMITTEE OF**  
**WEST HALLAM PARISH COUNCIL**

**HELD ON FRIDAY, 22 NOVEMBER 2017 AT 2.30PM**

**POWTRELL PAVILION, BEECH LANE, WEST HALLAM**

**Present:** Councillor Mrs C Hart (Chairman)  
Councillor B Broughton  
Councillor Mrs C Barnes

In attendance: Kate Sharpe, Parish Clerk & RFO

**1 APOLOGIES FOR ABSENCE**

None.

**2. DECLARATIONS OF INTEREST**

Councillor Mrs Hart declared a personal interest in respect of the West Hallam White Rose Cricket Club and the West Hallam Junior Football Club.

**3 MINUTES**

**RESOLVED** that the minutes of the meeting held on 8 September 2017 be approved as a true record and signed by the Chairman.

**4 BANK RECONCILIATION, BUDGET MONITORING REPORT AND 2018/19 PROJECTIONS**

The Clerk presented the bank reconciliation and budget monitoring report up to 31 October 2017.

A budget projection for 2018/19 was also presented, although this was acknowledged as a preliminary budget until the Parish Council had an indication from Erewash Borough Council on what the concurrent functions levels will be for the year 2018/19.

**RESOLVED** that-

- a) A request would be made to Council at the 11 December 2017 meeting to transfer balances of £5000 to cover the unexpected expenditure incurred when the boiler was replaced at the Powtrell Pavilion.
- b) A request would also be made to Council at the same meeting to transfer the £2000 of the Tesco Bags of Help grant that had been deposited into the Co-Op Community Direct Plus account, moving it into the Unity Trust Bank to cover the invoice payment that had already been taken from that account.

- c) The £800 budgeted for the War memorial maintenance should not be reduced. Although the maintenance is not necessarily required annually, the Council has to make provision for sufficient funds to be available when maintenance is required. Therefore the amount that had been carried forward each year as unspent should be shown as a note on the budget monitoring report.

## 5 DETAILED INITIAL DISCUSSION ON BUDGETS AND PRECEPT

### a) HGA CCTV

The CCTV provider had recently identified some maintenance that was required on one of the cameras that was not included in the Maintenance agreement. The Chairman had requested a quote be sent to the Clerk for this work which would be submitted to Council.

This had raised the issue of whether the Council should make some provision in the Budget for any maintenance not covered in the Maintenance agreement. Although the maintenance is not necessarily required annually, the Council has to make provision for sufficient funds to be available when maintenance is required; and the amount that had been carried forward each year as unspent should be shown as a note on the budget monitoring report.

### b) Funding of Play scheme for summer 2018

The Committee discussed the provision of play schemes in both the Easter and summer holidays in 2018. The schemes provide by A.M. Sports Coaching had been well received in 2017. The Clerk was asked to contact A.M. Sports to discuss what provision could be provided in 2018.

**RESOLVED** that:-

- Proposals for Play schemes be included on the full Council agenda for 11 December 2017 for discussion and decision.
- The Council would apply for an EBC Play scheme grant in the 2018 round of funding to raise £1200 to contribute towards the cost of the summer play scheme.

### c) Friends of Beech Lane project funding and support

Following a recent site visit to the Beech Lane play area with the supplier of the zip wire, some issues had been identified that required additional work and equipment that would incur more cost. This would bring the total over the amount granted by 'Awards for All' fund.

**RESOLVED** the additional costs would be included on the full Council agenda for 11 December 2017 for discussion and decision.

### d) Powtrell Pavilion Committee

During the most recent Powtrell Pavilion Committee, there was a discussion about the number of times that the caretaker was being called out to assist with some of the users of the Pavilion. It had been stressed that the two hours a week paid by the Parish Council was to cover the twice weekly building checks and any related maintenance visits. The

extra support given to the users of the Pavilion was in some weeks incurring overtime payments and the discussion was whether the overtime should be included in the cost of the hire of the Pavilion. As this is currently only £10 per hour, this would be in effect reducing the profit made from each hire.

The Clerk was requested to speak to the Caretaker to ask for his monthly time sheet to split any time listed into whether it was incurred for the building checks / maintenance visits or whether it was incurred to support the users of the building.

**6 DATE OF NEXT MEETING**

**RESOLVED** that the next meeting for the committee be held in January 2018 – provisional date set as Friday 5<sup>th</sup> January at 2pm – so that more detailed discussion can take place around budgets for 2018/19, concurrent functions and setting of precept for 2018/19.

**7 MATTERS ARISING FROM STAFF APPRAISALS**

The Committee discussed matters arising from the Staff Appraisals.

**RESOLVED** that the report be noted.

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