

HAYDON WICK PARISH COUNCIL

Minutes of the Informal Finance & Policy Committee of Haydon Wick Parish Council held on Tuesday 20th July 2021 at 7.45pm held remotely via Teams.

ATTENDANCE

MEMBERS: Councillors L Rhys-Jones (Chair), S Callen, S Fateru, R Hailstone, S Heyes, V Manro, D Rodgers and A Roupelis.

OFFICERS: Chief Officer, Georgina Morgan-Denn

The meeting commenced at 19:51.

FP 019 APOLOGIES

There were no apologies for absence.

FP 020 DECLARATIONS OF INTEREST

There were no declarations of interest.

FP 021 PUBLIC PARTICIPATION

There was one member of the public present who made no representations to the committee.

FP 022 CHAIRMAN'S ANNOUNCEMENTS

There were none.

Councillor A Roupelis rejoined the meeting at 19:55.

FP 023 MINUTES OF THE PREVIOUS MEETING

Members received and reviewed the minutes of the Finance & Policy Meeting held on Tuesday 18th May 2021 and recommended to approve them when physical meetings recommence.

Proposed: Councillor V Manro Seconded: Councillor S Heyes

Vote: Agreed with three (3) abstentions.

RESOLVED: To recommend approving the minutes of the Finance & Policy Committee Meeting held on Tuesday 18th May 2021 when physical meetings recommence.

FP 024 COUNCILLORS REPORTS

Councillor S Callen Stated she is happy to continue being a bank signatory if required and had returned her banking fob to the office.

Councillor Manro Thamesdown Drive resurfacing is mostly complete. New traffic light system is going to help control excessive speeding. Recycling collection changes are coming into effect at SBC initially for one month. Specific streets have revised schedule. Will send communication to members to pass onto any residents who enquire. Suggest keeping up to date with SBC communications on this matter.

Initials: _____

FP 025 CHIEF OFFICER'S REPORT

Recruitment – Finance & Administration Manager role has been offered and accepted by a candidate who is due to start in September. Some items scheduled for the next few months' committee meetings have postponed until they join the Council – eg. Investment decision, quarterly finance reports, ear mark reserves, internal audit working party terms of reference and various policy updates.

Returning to Physical Meetings/Scheme of Delegation Review – following most recent government guidance recommendation will be to return to physical meetings from August. Legally from Monday 19th July there is very little we must do from a Covid-19 perspective, but morally we have been asked to be cautious. As such we are amending our risk assessments to ensure we have sensible procedures in place so that the more nervous or vulnerable feel comfortable or more comfortable in using returning to physical meetings. By returning to physical meetings and our agreed weekly meeting schedule the current Scheme of Delegation will no longer be required. The recommendation to support the return and scheme of delegation will be on next week's Full Council agenda, which incidentally will be held in person.

Tadpole Lane – Council has been approached to consider a short-term lease of the land for a burger/kebab van at this site. All subject to Planning Permission and tenant will be responsible for the upkeep and tidiness of the site. The actual potential income will be negotiated but what is Committee's initial reaction to this before it comes to Full Council next week.

Magazine delivery delays – due to delivery agent having to self-isolate earlier in July the last delivery area in Oakhurst will take place around the end of this month. The delivery agent reported that unfortunately he was attacked by a dog today but is ok.

FP 026 FINANCIAL MATTERS

FP 026A Members received and noted the Income & Expenditure Reports for Month 3 – June 2021.

FP 026B Members received and noted the bank balances and statements as at 30th June 2021.

FP 026C Committee received the payment schedules for June/July May 2021 under purchase daybook references 1586-1651 and cashbook reference 259. The total payments for ratification at Full Council on 27th July 2021 is £67,860.81.

Proposed: Councillor S Callen Seconded: Councillor D Rodgers

Vote: Agreed unanimously.

RESOLVED: For the payment schedule June/July May 2021 under purchase daybook references 1586-1651 and cashbook reference 259. The total payments for ratification at Full Council on 27th July 2021 is £67,860.81.

FP 026D Members received and noted the report concerning Fraudulent Direct Debit activity.

FP 027 COMMUNITY BUS AND ROOM HIRE

Members noted the intention to restart of the Community Bus Service from Monday 2nd August and a soft restart of Room Hire from August 2021, subject to government guidelines. Further guidance from the Council's Health & Safety

consultant was being received and risk assessments for the above activities will be brought to Full Council on the 27th for members' attention.

FP 028 ITEMS FOR NEXT AGENDA

Skatepark – August and Investment decision – October.

FP 029 EXCLUSION OF PRESS & PUBLIC

RESOLVED: In accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded, and they be instructed to withdraw'. Reason: Confidential.

FP 030 INSURANCE MATTERS

FP 030A Members were given a verbal update with regards to current insurance matters and cases outstanding are:

1. **Subsidence claim.** No further communication has been received regarding this claim since May's Committee report.
2. **Damaged wall (1).** Correspondence from insurers to confirm they are in contact with the claimant. Site visit by members of staff in May concluded the Council may be able to dispute the claim. Our insurers have requested a quotation for a surveyor to conduct an independent site visit.
3. **Damage to wall (2).** No further communication has been received regarding this claim since May's Committee report.

FP 030B Members note two additional insurance covers have been arranged for Community Bus breakdown cover at £95 – 501/4500 and Hire In cover for the POST Welfare Unit at £56.00 – 605/4626.

The meeting closed at 20:49.

Chairman:

Initials: _____