

CHALFONT ST. GILES PARISH COUNCIL

A meeting of the Finance and General Purposes Committee was held on Monday 23 October 2017 in the Gardens Association Hall, School Lane at 8.00 p.m.

Present: Cllr R Gill (Chairman), Cllr P Lea-Wilson, Cllr G Patrick, Cllr S Long, Cllr J Ryman, and the Clerk.

Public Forum: None.

- 1. Apologies for absence:** Cllr M Phillips and Cllr C Sweales
- 2. Minutes of the meeting held on 25 September 2017 report 37/17:** Minutes were agreed and signed in meeting.
- 3. Declarations of Interest:** None.
- 4. Correspondence:** None.
- 5. Correspondence received after the circulation of the agenda.**
 - 5.1. Request from a resident in Albion Crescent to have the lamp post moved from outside the property:** Clerk to investigate costs and whether this is possible.
- 6. Clerks Report:** Noted.
- 7. Current Matters:**
 - 7.1. To discuss the renewal of the Bowling Club lease:** The lease was in the hands of the solicitors who were also registering the land with the land registry. This work had raised the issue of the cemetery land which appears to belong to Chiltern District Council and not the Parish Council. Clerk to investigate this further.
 - 7.2. To update on the new banking arrangements:** New system was running with two signatories from the banking mandate currently online and the remaining two pending. Once all signatories are online we will begin using the system.
 - 7.3. To update on the investment strategy:** Most banks will not accept solicitor endorsed proof of identity documents so we will need the mandate signatories to provide original proof of identity individually to the banks and building societies involved. Clerk to begin the process.
 - 7.4. To examine the 2017/18 budget for the second quarter:** A second quarter budget analysis document was examined with explanations for any variations over 50%.

- 7.5. To discuss the 2018/19 budget:** The Clerk highlighted several areas where the budget would need to be increased or decreased. And new budget headings to cover work currently being conducted by the council.
- 7.6. To examine the ear marked reserves:** The ear marked reserve for office project was highlighted. Cllr Long proposed a motion to make a request to full council for a steering group be set up to examine the validity of this reserve and how it can be used in the future. Motion carried.
- 7.7. To update the standing orders:** The current standing orders included ways of working which we do not comply with but which are not required by statute. Clerk agreed to bring simplified Standing orders to the next meeting to be discussed and agreed.
- 7.8. To update the financial regulations:** Carried over to the next meeting.
- 7.9. To agree a budget for 2018 WW1 commemorations:** A budget proposal document had been circulated by Cllr Chamberlain outlining costs for WW1 commemorations as discussed at full council meeting 39/17. A budget of £5k was agreed.
- 8. Highways and Road Safety:** None.
- 9. Financial references from other committees:** None.
- 10. Payment of Accounts:** Accounts for September 2017 were agreed and cheques were signed in meeting.
- 11. Items for future agendas:** Football club lease conditions. Cllr Gill agreed to look at this with the Clerk.
- 12. Date of next meeting:** Monday 20 November 2017 at 8pm

Meeting concluded 9.13pm..