

CHALFONT ST. GILES PARISH COUNCIL

A meeting of the Finance and General Purposes Committee was held on Monday 1 October 2018 in the Gardens Association Hall, School Lane at 8.00 p.m.

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

Public Forum: The management team of Chalfont Wasps Football Club attended the meeting to discuss the terms of their lease and their progress on maintenance issues. The club chairman presented a revision 4 document of the clubhouse, changing rooms, stand and dugout maintenance plan. Progress had been made with several items still outstanding, many of these were dependent upon funds becoming available to carry out the actions. A burglary at the club meant that funds were diverted from maintenance to repairs to damage after the burglary and updating security features. Day to day issues regarding glasses being taken onto the recreation ground were being addressed but input from the groundsmen would be welcomed. The Parish Council asked to see the club accounts – this request was denied as the club is run as a private members club.

- 1. Apologies for absence:** None.
- 2. Minutes of the meeting held on 23 July 2018 report 34/18:** Minutes were not available to be agreed and signed, carried over to the next meeting.
- 3. Declarations of Interest:** None.
- 4. Correspondence:** None.
- 5. Correspondence received after the circulation of the agenda:** None.
- 6. Current Matters:**
 - 6.1. To discuss the amendments to the war memorial:** Cllr Long had been communicating with the Diocese of Oxford regarding the process for amendments to war memorials. This is a two part process and the Church of England have the final say in the matter. There are currently 6 plinths containing errors on the Chalfont St Giles war memorial in the churchyard. Following advice from a local historian and from the British Legion the Parish Council believes that the memorial should not be amended but remain as monument to the history of the time. Instead the Council recommend an informative plinth acknowledging the errors that are known at this time and providing more information about those soldiers recorded. Cllr Long and the Clerk to attend a meeting with the Rev. Ian Brown to discuss the matter.
 - 6.2. To discuss the requirement for a new vehicle for the Groundsmen:** This has not yet been actioned, postpone to next meeting.
 - 6.3. To discuss maintenance requirements of the Community Library building:** Cllr Patrick had tried to get quotes but had not received any quotes from local builders. Cllr Long agreed to obtain three quotes for the work to the facade of the library.

- 6.4. To discuss the Football Club lease:** Following the discussion in Public Forum with the football club. The committee agreed that the conditions of the lease were not being adhered to therefore to request an updated maintenance plan on a monthly basis.
- 6.5. To discuss an ongoing replacement programme for street lights to become LED:** The street lighting contractor has offered to update our lighting to LED lights when they fail. This will mean that the street lighting will be changed to LED over a gradual period. The new LED lanterns will cost £160 plus labour charges, this can be taken from the annual budget and if necessary from the EMR. The Clerk will get a price for replacement of the failed lighting columns.
- 6.6. To agree and adopt the new updated Standing Orders:** The updated standing orders were agreed and were referred to the next Council meeting for adoption.
- 6.7. To update on the Land Registry of the Recreation Ground and Cemetery:** A surveyor had been contracted to value the recreation ground and cemetery for Land Registry purposes.
- 6.8. To discuss the renewal contract for the phone mast at the recreation ground:** A new contract for the phone mast had been received to update the current contract which is due to end in 2019. The site payment details are not clear so the Clerk to ask for clarification before sending to our solicitors.
- 6.9. To analyse the budget to 30/07/2018:** The budget for month 5 was analysed and discussed and agreed.
- 6.10. To update on the External audit and following actions:** The external audit had been received – this will be referred to the next Council meeting for approval.
- 7. Payment of Accounts:** Invoices were examined and signed for later online payments
- 8. Items for future agendas:**
 - 8.1. To update the village improvement fund details**
 - 8.2. Risk assessments**
 - 8.3. Financial regulations**
 - 8.4. Devolved services contract**
 - 8.5. Internal audit**
 - 8.6. Replacement van**
 - 8.7. Budget setting**
- 9. Date of next meeting:** Monday 22 October 2018 at 8pm

Meeting closed at 10.10pm