

All minutes are draft and subject to approval at the next meeting

**FERRING PARISH COUNCIL  
FINANCE & GENERAL PURPOSES COMMITTEE  
(Advisory Powers Only)**

**Minutes of the Finance & General Purposes Committee meeting held at 7.30pm  
on Monday 17<sup>th</sup> January 2022 at the Village Hall**

Present	Councillors	Lesley Young
		Stephen Abbott
		Roger Elkins
		Clare Royal
		Peter Coe

1	<b>Elect a Chairman</b> Councillor Lesley Young was elected as the Finance & General Purposes Committee Chairman.	
2	<b>Apologies for absence</b> There were apologies from Councillor Terry Jackson (personal matters). The apologies were accepted.	
3	<b>Declarations of interest</b> Councillor Stephen Abbott declared an interest in Agenda item 9e - To note payment to P Hall (Conservation Group).	
4	<b>Public Question Time</b> There were no questions.	
5	<b>To confirm the Minutes of the last meeting held 29<sup>th</sup> November 2021</b> The Minutes of the Finance & General Purposes Committee Meeting held on 29 <sup>th</sup> November 2021 were approved by the Committee as a correct record and signed by the Chairman.	
6	<b>Matters arising from the report of the last meeting held on 29<sup>th</sup> November 2021.</b> There were no matters arising.	
7	<b>Accounts and Finance</b> The income and expenditure schedule for November & December 2021 were reviewed and will be recommended for Full Council approval.  The above is recommended for Full Council approval.	

8	<p><b>Parish Clerk Report including Financial Matters</b></p> <p>a. Online Banking &amp; New Bank Account</p> <p><u>Online Banking</u> After a brief discussion it was agreed to pursue with Natwest Bankline for online banking.</p> <p>The Clerk will clarify if there is a limit to the amount of bulk financial transactions and a limit for each individual item listed as an expenditure</p> <p>The above will be recommended for Full Council approval.</p> <p><u>New Bank Account</u> The Clerk advised that the Parish Council need a new bank account and has circulated information for an online bank account designed for Parish Councils.</p> <p>The Committee felt that there is not sufficient information. The Clerk will investigate further.</p> <p>b. Agree 2-month supplier payment using online facilities at £55 (£110) excluding VAT</p> <p>The Clerk advised that one supplier is due payment of two invoices and that they only receive online payments. The Committee agreed that the invoices could be paid using online facilities.</p> <p>The above is recommended for Full Council approval.</p>	
9	<p><b>Environment Committee – Councillor Clare Royal</b> <b>Councillor Peter Coe - Point of Order- Clarification on the role of Finance and General-Purpose Committee in recommendations made by Committees:</b></p> <p>Item 6 of the remit for the F&amp;GP states “<i>Consideration to any financial matters/recommendations relevant to other Parish Council Committees prior to Full Council</i>”.</p> <p>Can the committee clarify that the intent of this is that the role of the F&amp;GP is to consider the financial aspects/needs of committees (i.e.: setting budgets and monitoring of spends) and the financial aspects of recommendations made by committees to ensure that the costs have been assessed, are within budget, and are legitimate use of Parish Funds. I would contend that it is not the role of F&amp;GP to review other aspects of a recommendation made by a committee, such as content and whether to proceed, that is the job of Full Council. If F&amp;GP can amend the detail of recommendations made by committees, we effectively create a hierarchy.</p> <p>Committee agreed with the above point of order.</p>	

**a. Dog Issues - dog owner code of practice signs**

Following the Environment Committee Meeting in October 2021 re dog control, Councillor Peter Coe volunteered to look at the potential locations of dog owner code of practice signs and has walked around all the “hot spots” including the village green to identify types and locations of signs and obtained quotation up to £453.68

The Environment Committee at their meeting 20<sup>th</sup> December 2021 agreed to pursue and recommend for Full Council consideration.

F&GP Committee confirm that funding is available for the purchase of the signs, subject to consideration and approval at Full Council.

**b. Queen’s Canopy tree**

The Queen’s Green Canopy (QGC) is a unique tree planting initiative created to mark Her Majesty’s Platinum Jubilee in 2022 which invites people from across the United Kingdom to “Plant a Tree for the Jubilee”.

Councillor Clare Royal has been to Arundel Arboretum and has been quoted £65.00 for a 6-foot tree, £20.00 to plant it and £7.50 for a stake.

Councillor Clare Royal will contact Arundel Arboretum and ADC Parks to discuss if the village green is a suitable location for the tree.

The Environment Committee at their meeting 20<sup>th</sup> December 2021 agreed to pursue and recommend for Full Council consideration.

F&GP Committee confirm that funding is available for the purchase of the tree, subject to consideration and approval at Full Council.

**c. Replacement Benches for beach]**

In December 2020 (Item 6b of the minutes dated 14 Dec 2020) the Environment Committee, in relation to upgrading Benches on Patterson’s Walk with recycled plastic benches, reported that ADC “*will continue to look at opportunities for benches where appropriate.*” and “*If FPC would be interested in supporting the initiative further, they can contact ADC.*”

The Benches on the viewing platform either side of the Pill Box on Patterson’s Walk are in a poor state, and some have been removed. An opportunity has been identified to replace the current 11 benches and supply an additional 4 benches to fill current gaps, funded by a shortfall in the Environment Committee Enhancements Budget. The cost of the Benches would be between £6k and £7.75k dependant on model and supplier, ADC have confirmed that they would absorb the costs of installation of the Benches. Existing Memorial Plaques will be transferred to the new benches. This would make a significant improvement to a well-used area.

F&GP Committee confirm funding is approved for the purchase of 15 Benches, subject to approval at Full Council.

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	<p><b>d. Ramp at Pill Box</b> Committee noted that the possible design of the ramp has been circulated to Committee members. Councillor Peter Coe will be meeting the ADC Community Parks Officer and Senior Surveyor at the site 18<sup>th</sup> January to discuss further and will report back to Full Council.</p> <p><b>e. To note payment to P Hall (Conservation Group)</b> The Committee noted the payment to P Hall (Conservation Group) bird boxes as agreed by delegation at the Environment Committee Meeting 20<sup>th</sup> December minute item 15.</p> <p>The Conservation Group would like to purchase bird boxes to be erected at Warren Pond. The Committee voted and unanimously agreed to cover the cost of £110.02 for the bird boxes.</p> <p>This cost will come under dispensations for expenditure of up to £250.00 for minuted instructions from Committee's as resolved at FPC Full Council 26<sup>th</sup> July 2021. Total paid £106.45</p>	
10	<p><b>Precept 2022 – 2023</b> – To consider the Draft 2022 – 2023 Precept The Proposed draft Precept 2022 - 2023 was well received with no concerns or comments raised by the Committee.</p> <p>The Proposed draft Precept 2022 -2023 will be recommended for Full Council approval</p>	
11	<p><b>Circulation of Full Council Documentation</b> The Committee agreed that this item is for further consideration as to whether Councillors wish to receive Full Council documentation electronically or hard copy.</p>	
12	<p><b>All about Ferring Magazine</b> There is nothing to mention.</p>	
13	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b> There was nothing to mention.</p>	
14	<p>The next 21<sup>st</sup> February 2022</p>	
	<p>The meeting closed at 8.35pm.</p>	
	<p><b>Minutes approved</b></p> <p><b>Chairman</b> ..... <b>Date</b> .....</p>	