

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 13th November 2023 in the Club Room, Ferring Village Hall**

Present	Councillors	Lesley Young (Chairman)
		Terry Jackson (Vice Chairman)
		Roger Elkins
		Clare Royal
		Graham Bootle
		Ruth Arnold

1	Apologies for absence Apologies were received from Councillor Andy Walker. The apologies were accepted.	
2	Declarations of interest There were no declarations of interest.	
3	Public Question Time There were no public questions.	
4	To confirm the Minutes of the Finance & General Purposes Committee held 2nd October 2023. The Minutes of the Finance & General Purposes Committee Meeting held 2 nd October 2023 were approved by the Committee as a correct record and signed by the Chairman	
5	Actions update from the last meeting The office personnel were thanked for organising the Remembrance Day ceremony. In relation to minute item 10b, Kingston Parish Council request, Councillor Terry Jackson has circulated to all Councillors the acceptable clarification received from the Ferring Conservation Group.	
6	Accounts and Finance The income and expenditure schedule for September 2023 were reviewed and will be recommended for Full Council approval. The above is recommended for Full Council approval.	

7	<p>Council to note payments made under dispensation for expenditure for Committee minuted instruction.</p> <p>There were no payments made under dispensation.</p>	
8	<p>Parish Clerk Report including Financial Matters</p> <p>a. Parish Precept In preparation of the Precept 2024 – 2025, the Clerk has meetings arranged with the Chairs of the FPC Committees (Environment Liaison & Community & Sports Committees) to discuss the committee precept requirements.</p> <p>b. Telescope – The Clerk advised that the situation is in hand.</p> <p>c. Gated play area – The gated play area project is now complete except for the installation of two new benches on the west side. ADC has confirmed the purchase of the said benches which will be installed in due course.</p> <p>The committee noted that at Full Council 16th October 2023, minute item 07-10-2023, e,b Council agreed to work with ADC to purchase additional benches for the gated play area. In summary, ADC will organise the purchase, installation and maintenance of two benches to be installed at the east end of the gated play area. FPC will pay the extra cost of the benches up to £1000 over the £500 allocated money.</p> <p>The total cost of the benches with ground anchors will be £840, with £500 being offset by the gift from UKPN, therefore ADC will request the difference of £340 from the parish council.</p> <p>The Clerk advised that there is no further action required.</p>	<p>CLERK</p> <p>CLERK</p>
9	<p>Patterson's Walk - Interpretation Board (<i>attached email and papers for Councillors</i>)</p> <p>Thre Committee noted the request from the Pillbox Project Lead in relation to the Pillbox Interpretation Board.</p> <p>After a discussion, the Committee noted that there are some residual funds from the Rampion Grant and we have recently been in discussion with Rampion about the provision of an information board sited near the telescope focussed on the wind farm and energy generation etc.</p> <p>The Parish Council must follow due process in that the funds granted by Rampion need to be used for the purpose on which the funds were based, i.e. the telescope and the provision of associated information board(s). Given that this is Rampion funding it must be prioritised for the information board linked to the wind farm.</p>	

	<p>However, it was the view of the Committee that the appropriate process for considering the request would be for the Conservation and History Groups to submit a joint grant application for the information board for which financial support is being sought. Whilst we appreciated that the Pillbox Project Lead is communicating with the Parish Council on behalf of both these Groups for the purposes of a clear audit trail to these Groups we would expect any grant application to be made and signed by the Chairs of the Conservation and History Groups.</p> <p>Whilst any grant application can, of course, include the information document and proposed artwork, we would also request some specific information be included by the Chairs outlining their view of the specific educational links and value of this, for example, links to the history and geography curricula at primary and secondary level.</p> <p>The Committee agreed that the Clerk and Finance & General Purposes Committee Chair will formulate a response as outlined above and invite the Pillbox Project Group to submit a grant application that can be considered by Council at their meeting on 27th November.</p> <p>This item will be included on Full Council agenda should a grant request be received.</p>	
10	<p>FPC Financial Regulations – Committee agreed the revised regulations including section 4.1 - committee dispensations.</p> <p>The above is recommended for Full Council approval.</p>	
11	<p>All about Ferring Magazine The Committee noted that the Clerk has already submitted unrelated articles for the All About Ferring magazine.</p>	CLERK
12	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda</p> <p>The Committee noted at the previous meeting on 2nd October, minute item 15 Country Centre approach and that all Councillors, depending on availability, would like to accept the invitation for a tour of the centre and to discuss how we can perhaps work together.</p> <p>The Clerk has circulated the suggested date of Monday to Thursday, week commencing 27th November. If Councillors could confirm their availability to the Clerk.</p> <p>Councillor Terry Jackson raised the issue of the Parish Office burst water pipe. and provided an update.</p>	

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	<p>The plumber has spent the weekend fixing the pipe and with the aid of a dehumidifier the water has dried considerably. However, the kitchen area and part of the office were flooded, and the water has soaked into the concrete floor/carpet and stretches up to the edge of the desks.</p> <p>The Committee felt that due to the extent of the water, that the carpet will need to be replaced. Committee agreed that the Parish Office personnel should work from home until the office is suitable to return to.</p> <p>The Clerk will liaise with the Insurance Company with the view to making a claim and she keep the Council informed.</p> <p>Councillor Terry Jackson kindly offered to assist with obtaining quotations for the replacement carpet and associated costs.</p>	<p>CLERK</p> <p>TJ</p>
	The meeting closed at 8.20pm.	
	Date of next meeting Monday 22 nd January 2024	
	<p>Minutes approved</p> <p>Chairman Date</p>	