

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 1<sup>st</sup> July 2024 in the Parish Office**

Present	Councillors	Lesley Young (Chairman)
		Andy Walker (Vice Chairman)
		Graham Bootle
		Terry Jackson

1	<b>Elect a Chairman</b> Councillor Lesley Young was elected as the Charman for the Finance & General Purposes Committee.	
2	<b>Elect a Vice Chairman</b> Councillor Andy Walker was elected as the Vice Charman for the Finance & General Purposes Committee.	
3	<b>Apologies for absence</b> Apologies were received from Councillors Ruth Arnold, Clare Royal & Roger Elkins. The apologies were accepted.	
4	<b>Declarations of interest</b> There were no declarations of interest.	
5	<b>Public Question Time</b> There were no public questions.	
6	<b>To confirm the Minutes of the Finance &amp; General Purposes Committee held 13<sup>th</sup> May 2024.</b> The Minutes of the Finance & General Purposes Committee Meeting held 13 <sup>th</sup> May 2024 were approved by the Committee as a correct record and signed by the Chairman.	
7	<b>Actions update from the last meeting</b> There was nothing to mention.	

8	<p><b>Review and agree Committee Terms of Reference</b> The Committee agreed the Terms of Reference.</p> <p>The above is recommended for Full Council approval.</p>	
9	<p><b>Accounts and Finance</b> The income and expenditure schedule for April &amp; May 2024 was reviewed and will be recommended for Full Council approval.</p> <p>The above is recommended for Full Council approval.</p>	
10	<p><b>Committee to note payments made under dispensation for expenditure for Committee minuted instruction.</b> a. <b>Warren Pond</b> – Benches £403.60. (<i>Environment Liaison Committee 10<sup>th</sup> June 2024</i>).</p>	
11	<p><b>Parish Clerk Report including Financial Matters</b> a. AED replacement pads £230 exc VAT</p> <p>b. Bank Interest Rates While there are no specific duties under Treasury Management rules, Parish Councils do have a duty to obtain 'best value' at all times, to maximise any return on the money they hold, whilst ensuring that it is not put at risk.</p> <p>The Clerk provided an overview of the bank accounts held and their interest rates and account options. The Committee noted that the Parish Council currently holds six accounts.</p> <p>The Committee members in attendance felt that it is not appropriate to use fixed accounts for public money.</p>	
12	<p><b>Environment Liaison Committee</b> a. <b>Replacement of three metal Bus Shelters</b> – The three metal bus shelters in the village are in a poor condition. The shelters are located at:</p> <ol style="list-style-type: none"> <li>1. Goring Way left going East just past Sea Lane</li> <li>2. Opposite the village green outside Charity shop/Andalucia</li> <li>3. North side of the railway line</li> </ol> <p>To progress this as a project, the Parish Office obtained three quotations and full specifications which were considered at the Environment Liaison Committee Meeting held on 29<sup>th</sup> April.</p> <p>It is suggested that all shelters are green to match the recently installed</p>	

	<p>shelter south of the railway (by the Parish Office)</p> <p>The Environment Liaison Committee recommend Shelter Solutions as their preferred supplier.</p> <p>A full specification has been circulated to the Finance &amp; General Purposes Committee and it was agreed to pursue with the preferred supplier Shelter Solutions.</p> <p>The above is recommended for Full Council approval</p>	
<p>13</p>	<p><b>Roads, Community &amp; Sports Committee</b></p> <p>a. <b>Tennis Club matters – Court Maintenance</b></p> <p>At the Roads, Community &amp; Sports Committee Meeting held on 17<sup>th</sup> June, minute item 11a, the tennis court maintenance was discussed and recommendation made to Finance &amp; General Purposes Committee.</p> <p>There are areas of the courts which could do with some maintenance, the top surface of the tarmac on the north-east end of one of the courts is beginning to fail.</p> <p>Following a meeting with the court maintenance company on 10<sup>th</sup> April, two quotations have been supplied to:</p> <ol style="list-style-type: none"> <li>1. Repair the court; or</li> <li>2. Repair the court and treat both courts to provide a better finish and longevity of the court surface. The average lifetime of resurfacing works is approx. 10 – 12 years.</li> </ol> <p>It has been noted that the court maintenance company has been nominated at quotation stages to complete works at the tennis courts for several years including resurfacing in 2014, clean and repaint 2020 and the installation of new fencing in 2022. It was also noted that any maintenance to the tennis courts is self-funded from income derived from Tennis Club annual subscriptions and court usage charges.</p> <p>The Committee felt that the second quotation was preferable. However, the Clerk was asked to revert back to the court maintenance company to obtain further information in relation to the guarantee of the works and the longevity the extra work will provide. This information has been circulated to members of the Finance &amp; General Purposes Committee.</p> <p>After a lengthy discussion, the Finance &amp; General Purposes Committee supported the second quotation which ensures the longevity of the tennis courts. The Committee noted that this should be viewed as an investment and not a cost, as it supports the health and wellbeing of those that use the courts and felt it important to support this community facility.</p>	

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14	<p><b>Grant application</b>  a. St Andrews Church grant application  The grant application was discussed at length and the Committee came to the conclusion that as this is a significant and ambitious project, they felt unable to support the application as there are too many variables and unknowns.</p> <p>It was agreed that the Clerk will revert back to the applicant to advise accordingly.</p>	CLERK
15	<p><b>Financial Regulations</b> – To review the revised FPC Financial Regulations  The Committee reviewed the FPC Regulations and noted that the model regulations are provided by NALC.</p> <p>The above is recommended for Full Council approval</p>	
16	<p><b>All about Ferring Magazine</b>  There was nothing to mention.</p>	
17	<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>	
	The meeting closed at 8.20pm.	
	Date of next meeting Monday 2 <sup>nd</sup> September 2024	
	<p><b>Minutes approved</b></p> <p><b>Chairman</b> ..... <b>Date</b> .....</p>	