



DRAFT MINUTES
FINANCE AND GENERAL PURPOSES COMMITTEE MEETING

Monday 16th December 2019, 19.30pm
Day Care Centre, Haddenham Village Hall

Present: Cllrs: Mrs. Aston, Mr. Brown, Mr. O'Hanlon (Chair), Mr. Sharp, Mr. Truesdale.
Clerk: Ms. Gilbert
Assistant Clerk: Ms. Griffiths
No members of the public.

F20 39 APOLOGIES

No apologies for absence were received from Mr. Young.

F20 40 DECLARATIONS OF INTEREST

Mrs Aston has a declared interest as a member of the Village Hall Management Committee and is President of Haddenham Tennis Club.

PUBLIC PARTICPATION

There were no requests to participate.

F20 41 MINUTES

The minutes of the meeting held on 14th October 2019 were AGREED as a true record and signed.

F20 42 FINANCES

- (i) The outstanding bank reconciliations will be reviewed and signed off by Mr O'Hanlon.
- (ii) The Business Plan for 2020-21 is being updated to include the planned traffic impact survey and the climate emergency project. The completed Business Plan will be presented at the Full Council meeting on 6th January 2020.
- (iii) The budgets for the financial year 2020-21 were agreed in principal, subject to confirmation of the tax base figures.
- (iv) The 2020-2021 precept could not be agreed as the tax base calculations are currently being disputed. The Clerk will write to the Chief Executive of Aylesbury Vale District Council regarding this matter in an attempt to progress it if she does not hear back from the officer in charge by the end of the week.

F20 43 INTERIM INTERNAL AUDIT

The Interim Internal Audit report and actions required were noted. All actions needed are being dealt with.

F20 44 GRANT APPLICATION

Haddenham Tennis Club's request for a grant was deferred to the next Full Council meeting pending further information on the amount requested as no amount had been specified.

F20 45 HERITAGE GRANT APPLICATION

It was AGREED to recommend awarding an additional grant of £309 for the repairs to the witchert wall by Spicers Yard Management Committee, in line with the Council's Heritage Grant Policy.

F20 46 BROADBAND AND PHONE SUPPLY

Three quotes had been obtained for the renewal of the phone and broadband connection following the expiry of the 2-year contract with BT.

The quote from BT was significantly more expensive than the other 2 quotes so it was AGREED to switch provider.

A mobile phone could be included in the package and the cost still remain below the previous contract so it was AGREED to add a mobile to the contract as the Clerk is increasingly required to use her personal mobile for Council business.

It was AGREED to delegate the final decision on the new broadband and phone provider to the Clerk once additional information on the reliability of the providers has been researched.

F20 47 DIRECT DEBITS

The direct debits were reviewed and APPROVED with no changes needed.

It was AGREED to set up a new direct debit with the new phone and broadband provider.

It was AGREED to cancel the BT direct debit after the transfer to a new broadband and phone provider.

The Clerk will enquire if switching away from paying Everflow by direct debit would lead to an increase in costs, as the billing for water to the ponds is regularly over estimated now that invoices are estimated on advanced usage, rather than on actual usage as was the case with Thames Water.

F20 48 SIGNATORIES

The existing signatories were reviewed and confirmed as Mr Truesdale, Mr O'Hanlon, Mrs Aston and Mr Young.

It was AGREED to add the Clerk as a signatory to permit her to deal with administrative queries and to make transfers between the Council's accounts. The Clerk will not hold authority to make external payments. The Council's standing orders and finance regulations will be updated to reflect the change.

F20 49 CARD PAYMENTS

It was AGREED for the Clerk to have a charge card with a limit of £500. No Cash withdrawals are to be made on this card due to the cost involved. The Council's finance regulations will be updated to reflect the change.

F20 50 VILLAGE GATES

It was AGREED in principal to install a village gate on Stanbridge Road, which Bucks County Council (BCC) officers have confirmed could be included with the extension of the 30mph speed limit to the Garden Centre. This would help to alert drivers to slow down as they are entering a built up area, as speeding on this straight stretch of road is an issue.

BCC have been asked to provide a quote for this but this wasn't received prior to the meeting so consideration was DEFERRED to the Environment Committee meeting on 27th January 2020.

F20 51 CLIMATE CHANGE PROJECT

- (i) There was no further update beyond the one given at the Parish Council meeting on 4th November 2019.
- (ii) The Safe Walking and Cycling Group had submitted a proposal for a 20mph speed limit reduction in the village to contribute towards reduction of emissions. The data to support this proposal was researched and recent information suggests the opposite is true, and that driving at 20mph has a higher emission level than 30mph. The proposal would be much more appropriately considered on safety grounds as part of the traffic impact assessment due to be carried out next year. The potential impact on emissions will need to be taken into account as part of that project.

F20 52 VAT ADVICE

The report from the VAT advisor was received but had not yet been fully reviewed. It was delegated to the Mr Truesdale, Mr O'Hanlon and the Clerk to make a recommendation to the Parish Council on the best course of action to take.

F20 53 TRANSFER OF LAND AT HADDENHAM AIRFIELD

A legal report on the land registry documents has been received from the Council's solicitor, the Clerk and Mr. Truesdale will review and if there are no concerns will give approval to proceed.

F20 54 TRANSFER OF LAND AT PLATERS ROAD

CALA homes solicitor had submitted documents to the council for the transfer of the open space land at Platers Road (Nightingale Place). Aylesbury Vale District Council officers have confirmed that there is 2-year maintenance period, during which CALA homes has responsibility for maintaining the land, until March 2021. The Council's solicitor has provided three options for how the Council could progress with the land transfer, taking the maintenance period into account. It was AGREED to delegate the decision on which option to take to the Clerk and Mr Truesdale after further information is obtained on the reasons there may be to bring the transfer forward. Solicitors fees of up to £2,000 + VAT were approved.

F20 55 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

None.

F20 56 DATE OF NEXT MEETING

Monday 17th February 2020.

CONFIDENTIAL ITEMS

None.

CLOSURE OF THE MEETING

The meeting closed at 9.01pm.

Signed: _____ DRAFT _____
Chair

Date: 17th February 2020