

IVER PARISH COUNCIL

Summons to All Members of the **POLICY, FINANCE & GENERAL PURPOSES COMMITTEE**

A meeting will be held on **Wednesday 8th September 2010**, commencing at **8pm** in the **Committee**

Room of Iver Parish Council office 63 Chequers Orchard, Iver SL0 9NJ. The Agenda is set out below:

G Collins – Clerk to the Council (01753 655331)

2nd September 2010

AGENDA

Agenda (Part 1)

13 Apologies for absence

14 Disclosure of interest in items on the agenda.

15 To resolve to sign the **Minutes** of the meeting held on 23rd June 2010 (previously circulated).

16 **Clerk's Report** – If any.

17 Finance

(a) Bank Statements – to receive recent bank statements and chairman to sign reconciliations if required.

(b) Budget Monitoring – to review 2010/11 budget to 31st August 2010 and the financial summary (appended)

(c) Internal Audit report – to note that the internal auditor will be attending during October for the half yearly audit and that will be the point of handover of the accounts to the new clerk.

(d) External Audit – to receive external audit report for 2009/10 if available.

(e) Lloyd TSB investment – to decide whether to take out a 3 year market linked deposit or leave the 3 month rolling investment

(f) 2011/12 budget – first draft appended. To give the Clerk any information required in the setting of the budget for 2011/12 ready for the November budget setting meeting. For example any capital projects, any youth work staff funding (for progression), any cuts or reductions required.

(g) Planning Committee request funding for a representative at the Project Pinewood Appeal. Information on costs from 2 prospective legal advisors to be presented to the Committee for decision on budgeting for this.

18 **SECTION 137 GRANTS** – approval required under S137 of the Local Government Act

(a) Thames Valley Youth has withdrawn its request for funding.

(b) Vitalise request for donation (appended)

19 TRAINING and ADMINISTRATION

(a) To note that the clerk has requested that the youth worker provides risk assessments for all her work and has advised the Council's insurers of her employment from 1st October 2010

(b) To resolve whether to pay Sally Vigurs' travel expenses for the last few months (details to be tabled)

(c) To resolve whether Sally Vigurs may attend a training course at Green Park, Aston Clinton on 10th September – whole day and cost of petrol. Free course - Cultural Awareness and Understanding.

20 POLICY

(a) Youth Work – Report from the Youth Worker (to be tabled).

(b) To adopt the basic Child Protection Policy as appended.

(c) Detached Youth Work Policy – to review the Policy of Cambridgeshire's Youth Service and Herne and Broomfield Parish Council (enclosed) and to resolve whether the clerk should produce something similar including all the documents and policies mentioned in the appendix in order to cover the Parish Council in the event of any problems arising from the youth work or trips out or other events/activities carried out by the youth workers and the volunteers.

(d) Service Level Agreement with Iver Educational Trust – to approve the appended document.

(e) Contract for Youth Worker – to approve (appended)

(f) Thorney Park – to note that Bucks CC has stopped the process for management of the parks.

(g) To resolve to ask the solicitors pursue the matter of land ownership at 21 Rostrevor Gardens in regard to the land at the rear of the property and requesting that he buys it from the Parish Council.

(h) Iver Environment Centre – to resolve whether the information given by Ian Long at the full Council meeting enables the Committee to change its decision over a letter of support for funding applications to other bodies.

(i) Standing Orders and Financial Regulations – to note that the retiring clerk has left the update for the new clerk as she needs to be fully conversant and involved in their production.

(j) 105 and 107 High Street – to resolve any matters outstanding or deferred from the full Parish Council meeting on 6th September.

21 PROJECTS

- (a) Christmas lights – to resolve (a) whether to have lights across the shops this year bearing in mind the problems last year and the cost of preventing a recurrence by isolating the fuse boxes (price to be tabled) (b) whether to waive financial regulations and standing orders and appoint Bernard Leigh Electrical as the contractor to put up and take down the lights this year. Price to be tabled.
- (b) Registration of land with the Land Registry – update from the Clerk

22 Press Release: to resolve what (if any) information to draw to the attention of the press.

Next meeting 17th November 2010 and 24th November (budget setting)

Circulation

Mr J Wilson
Mrs J Watkins
Mrs R Vigor-Hedderly
Mr M Bradford
Mrs C Mowat
Mr A Oxley
Mr W Lidgate
Mr R Gidar
Mrs P Leech