

## IVER PARISH COUNCIL

A meeting of the **POLICY FINANCE AND GENERAL PURPOSES COMMITTEE** was held on **WEDNESDAY 6<sup>th</sup> JUNE 2007**, commencing at 8 pm at **Iver Village Hall**.

### MINUTES

**Present:-** Mr Adlam (vice chairman - chaired the meeting until item 10), Mr Wilson (chairman - chaired the meeting from item 10), Mrs Watkins, Mrs Lidgate, Mrs Mowat, Mr Lidgate, Mr Oxley

**In Attendance:-** Mrs Collins (Clerk)

Absent: Mrs Vigor-Hedderly

- 5 **Apologies for absence.** There were none.
- 6 **Disclosure of interest in items on the agenda.**
- 7 **RESOLVED** to sign the **Minutes** of the meetings held on 21<sup>st</sup> March and 14<sup>th</sup> May 2007 (previously circulated)
- 8 **Clerk's Report.** (a) reminder that delegation of any task can only be made to a committee, sub-committee, officer, or another local authority (under the Local Govt Act 1972 s101 and 102). Delegation to a working party, chairman or other individual councillor is not lawful. NOTED. (b) the Association of Burial Authorities had a conference entitled Reuse is the Future on 23<sup>rd</sup> May 2007. A reminder that the closing of a churchyard prevents that option being used. NOTED.

### FINANCE

- 9 There were no **bank statements** available.
- 10 **Budget Monitoring** – reviewed budget for 06/07 to end of year (appended). NOTED. Reviewed budget for 07/08 to 30<sup>th</sup> May (appended). Noted that only half the precept had been received in April this year in line with new District Council policy. Also noted that the accounts are now a very big task compared with when the clerk was appointed and resolved that HR committee be given permission to appoint someone up to £8000 per annum including on-costs to help with the accounts. Clerk to report to the HR Committee her thoughts on the qualifications of the person needed and the hours required.
- 11 **Annual Report** – **RESOLVED** to approve annual report for circulation (with an adjustment to the number of councillors for Iver and Richings Park). To be printed on quality A3 paper with more colour if possible and to be distributed with the parish guide to the whole parish.
- 12 **Internal Audit** – full report would not be available until the end of June. NOTED.
- 13 **External Audit** – will take place on 31<sup>st</sup> July. There were no outstanding items to approve.
- 14 **Municipal Mutual** – Scheme of Arrangement report. NOTED.

### SECTION 137 – approval required under S137 of the Local Government Act 1972

- 15 The Children's Trust Tadworth – request to be considered as Mayor's Charity of the Year. Resolved not to donate.
- 16 Victim Support – request for donation. Resolved not to donate.
- 17 St Margaret's Church request for a contribution towards tree and hedgeworks required in the churchyard (cost is £3880). Clerk confirms that the majority of the work is beyond the scope allowed for parish council maintenance team. Resolved that the clerk should arrange a meeting with Father Will to discuss the issues of concern for the church stating that whilst the parish council maintenance team cannot carry out the tree works required the council would like to assist in some way and would like to talk about longer term plans.

### TRAINING and ADMINISTRATION

- 18 **Website** – number of visits to the site from 9<sup>th</sup> March to 24<sup>th</sup> May were 103,563. Noted that Mr Woolley is happy to continue with the website at no cost to the Council. Clerk was asked to write expressing the thanks of the council for his decision to continue administering the web site.
- 19 **Training** – (a) **SLCC Regional Conference** this year (for members and clerks) is at Binfield near Bracknell on 27<sup>th</sup> June and will cover broadening and empowering local communities, raising the Standards (code of conduct), risks in Play (RoSPA), Council and Community face to face, topics of national importance, regional surgery on planning, 106 agreements, working with the media etc etc.. (£40 for one delegate or £100 for 3). (b) **RTPI (Royal Town Planning Institute) Event on 23<sup>rd</sup> June** – free and part of the day specifically for Parish Councillors 10 am – 4 pm in Birmingham. (c) **Zurich Municipal Local Council Advisory Service** 20<sup>th</sup> June Chorleywood 9.30 – 2.30 (£60 first delegate, £30 other delegates) covering Corporate Manslaughter, Compensation Act, Health & Safety Implications of an Aging

Workforce, Working at Height, Claims Review, Open Forum. (d) **University of Gloucester Summer Seminar** 11<sup>th</sup> – 12<sup>th</sup> July £136 for SLCC members and £153 for non members (excludes accommodation) covering Community Engagement, facilitating community consultations, working with the voluntary sector, how to involve the community in addressing climate change, the white paper and proposed legislation, operating the new code of conduct. (e) **NALC Annual Conference & Exhibition 5 – 7 October** Bournemouth International Centre (£290 per delegate per weekend) covering climate change, older people, housing, young people, travellers and migrant workers, neighbourhood policing, parish planning, question time, partnership working, clustering, code of conduct, effective councils, creating the right public image, councillor training, sustainable communities etc. (f) **NALC one day conference** relating to the new Code of Conduct 19<sup>th</sup> July Birmingham £70.

All of the above training possibilities were noted. It was resolved to allow 3 delegates to attend the one day conference at Binfield near Bracknell. Clerk to ask new councillors if they wish to attend along with either the clerk or deputy clerk or both.

20 Buckinghamshire Pension Fund Newsletter March 2007. NOTED.

## **POLICY**

21 **Quality Parish Council** –meeting to be held with Jim Stevens regarding taking on more work from BCC on 13<sup>th</sup> June. NOTED.

22 **Youth Work** – Noted the BCC outreach youth work end of project report. Iver Educational Trust has been awarded £968 from Wards for All to support Street Dance classes, £3,800 from Bucks Arts Council to fund a project from the end of this term to the beginning of the autumn term working with Sally Tugwell (new outreach youth worker). A list of projects that will be supported by parish council funds from April to June will be presented to the next meeting once Sally is in post. Sally will come to the parish council office on the morning of the 2<sup>nd</sup> July to meet any councillors who wish to meet her on her first day. Date and time to be confirmed. NOTED.

23 **Lea Barton** – clerk was asked to arrange a meeting with Dudley Mills of Kebbell Homes, herself and the chairman to arrange how the work to the car park can be carried out with least disruption.

24 **105 High Street** – NOTED that the agreement is being finalized and that the amount of money to be paid towards the council's costs by the owners of 105 High Street is awaited.

25 **Parish Council Office** – clerk reported that she had visited Wingrove's and seen 2 offices that are available now and one that will be available in December. They are for rent at about £15 per sq ft. Clerk to arrange for chairman and anyone else interested to visit. The possibility of extending Iver village Hall upwards to make room for a parish council office was discussed and a working group was set up to investigate this further (Cllr Oxley, Wilson, Adlam and W Lidgate). The clerk felt that the Wingrove offices were suitable as was the access and the possibility of storing equipment and materials on site as well. The tractor etc would be nearer to Iver Rec than it is now.

26 **Hardings Row** – **RESOLVED** to charge £1200 per annum rent from September 2007.

27 **Thorney Park** – BCC awaiting report from a study of the Country Parks and after considering the recommendations in the report will reply more fully regarding our interest in the future management of Thorney Park. NOTED.

28 **IT Policy** – **RSOLVED** to adopt the policy appended to these minutes.

29 **Open Spaces Society request** - for a representative to attend AGM 3<sup>rd</sup> July. NOTED.

30 **Iver Heath Scouts suggestions for Scout Centenary** – agreed that bird boxes could be placed at St Leonard's Mound, both recreation grounds, Iver Heath Fields. Clerk to seek clarification of assistance required with footpath and its route.

31 **Draft Freedom of Information and Data Protection (appropriate limit and fees regulations) 2007** – supplementary consultation paper for comment by 21<sup>st</sup> June. An attempt to deal with the problem of disproportionately burdensome requests. Delegated to the clerk to respond appropriately.

32 **No Smoking from 1<sup>st</sup> July 2007** – noted that the parish council staff are busy preparing signs for all vehicles, bus shelters and buildings owned by the Council that are more than 50% enclosed. Also noted that this will be an additional burden for the maintenance team to keep replacing the notices.

## **PROJECTS**

33 **Christmas Lights** – (a) resolved to approve Blachere as the company to supply the lights for the parish up to £6000 and also to get them to fit the lights if it comes within the total budget for the year (quotes appended).

- 34 New Pavilion – Iver Recreation Ground** – NOTED the way forward as suggested by Stewart Pomeroy in email. RESOLVED to ask Cllr Mowat to seek a visit from Michael Mobbs and to request Stewart to seek other funding sources such as landfill tax. Cllrs Lidgate, Bradford and Adlam to meet with Shorne Tilbey to sort out the costings problem and to decide how costs can be kept down – nearer to the level originally anticipated.
- 35 Old changing rooms Iver Recreation Ground** – RESOLVED to approve demolition as a matter of urgency.

**Meeting closed at 11.25 pm**

**Next meeting 18<sup>th</sup> July 2007**