

IVER PARISH COUNCIL

A meeting of the **POLICY FINANCE AND GENERAL PURPOSES COMMITTEE** was held on **WEDNESDAY 19th SEPTEMBER 2007**, commencing at 8 pm at **Iver Village Hall**.

MINUTES

Present:- Mr Wilson (chaired the meeting from 8.30 pm), Mrs Watkins (chaired the meeting until 8.30 pm), Mr Lidgate, Mr Oxley, Mrs Lidgate, Mrs Vigor-Hedderly

In Attendance:- Mrs Collins (Clerk)

Election of chairman to start the meeting – Mrs Watkins was elected to chair the meeting (proposed Mrs Vigor-Hedderly, seconded Mrs Lidgate and all in favour).

62 Apologies for absence were received from: Mr Adlam, Mrs Mowat and Mr Wilson (would be late).

63 Disclosure of interest in items on the agenda. There were none.

64 RESOLVED to sign the **Minutes** of the meeting held on 18th July 2007

65 Clerk's Report. (a) legal age of sale of tobacco increases from 16 years to 18 years on the 1st October 2007. NOTED.

FINANCE

66 RESOLVED to receive and approve recent bank statements – chairman signed reconciliations.

67 Budget Monitoring – reviewed budget for 07/08 to 31st August 2007. Clerk was asked to report back on an item of income £350 and a grant in expenditure of £7,000. Also why the PCSO funding was not showing as having been spent. The £350 was a donation from the carnival committee for a seat in Iver Recreation Ground. The £7,000 was the grant to the tennis club for the junior court. The PCSO funding does not show because the first invoice was an accrual from last year and the second had not been accepted as paid until September. **RESOLVED** to approve the budget.

68 External Audit – full report was not yet available. Clerk to ask the auditors when this would be received.

69 Equipment for Maintenance – the Clerk submitted a report of the equipment required. **RESOLVED** to approve purchase of Ransome Gang mowers (re-conditioned) at £6,200 and miscellaneous hand tools up to £1,000. (list attached). The Clerk was asked to acquire the other verbal quotes for gang mowers in writing.

Mr Wilson arrived and took over the chair of the meeting.

70 St Margaret's Church request for a contribution towards tree and hedgeworks required in the churchyard – report of the arboriculturalist on the oak trees as requested - *Personally I would just deadwood the Oak trees. The low branches sweeping to ground level are attractive and are unlikely to cause any serious problems for anybody.* Agreed to fund works on removing dead wood from the oak trees but not removal of low branches.

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

71 Mead House Day Centre – request for donation – accounts still not available. To be deferred until they are.

72 Drugs – Developing Awareness to Adolescents – request for the parish council to sponsor booklets for a class of young people £169 for a class of 30. **RESOLVED** not to support this.

73 Relate – request for donation. **RESOLVED** not to donate.

74 Action for Youth – request for donation. **RESOLVED** not to donate.

75 Chiltern and South Bucks Dial-a-Ride – request for a donation. **RESOLVED** not to donate.

TRAINING and ADMINISTRATION

76 Website – number of visits to the site – reports no longer being received. Also a problem reported by Mr Woolley on accessing the site for editing. He is attempting to resolve this but in the meantime the site cannot be updated.

77 Tracking Device – tracking device on the parish council vehicles – 3 quotes available. **RESOLVED** to install a tracking device on the parish council van. Clerk to see if there can be a reduction on the insurance for the van if the device is installed and to go for the best equipment as there was very little difference in the quotes.

78 NALC - Chairman's lunch – **RESOLVED** to approve £39.95 plus travel expenses for the chairman to attend in London on 21st September.

79 South East Employers Essential Skills half day workshop for Town and Parish Councils – 30th or 31st October £85 per delegate or 2 free places if we can offer use of premises. **RESOLVED** not to attend.

POLICY

- 80 Youth Work** – Sally Tugwell – the report was received and noted. Clerk to ask her to attend a full Council meeting.
- 81 Parish Council Office** – noted that the Council has been given notice to quit by the police by 15th March 2008. Reviewed the options currently available (rental of 1 or 2 units at Wingrove's Farm, rental of the ground floor of Universal House, purchase or rental of the whole of St Peter's House, purchase of house in the High Street, rental or purchase of the police house, rental or purchase of the blind shop in the High Street). Agreed to take the matter to full Council and to request a review of the terms of reference of the Accommodation Committee as the matter was now more urgent. In the meantime Clerk to write to the Chief Constable asking for purchase of the police house at reasonable cost in the spirit of partnership working.
- 82 Standing Orders** – changes are required to the Council's standing orders since the new Code of Conduct was adopted, regarding public participation. Committee considered the NALC legal briefing and clerk's report and **RESOLVED** to recommend the following to full Council:
- a) adoption of the model standing order 70A and 70B published by NALC in relation to public participation at all meetings of the Council and its Committees;
 - b) the allocation of a fixed period of time for both the public and councillors to speak limited to 15 fifteen minutes;
 - c) that the period that any one person may address the Council and/or its Committees be limited to 3 minutes; and
- 83 Dog Control Orders** – **RESOLVED** to agree the publication of Dog Control Orders for consultation with the public and District and County Council. Orders will make it an offence to fail to keep a dog on a lead and to fail to remove faeces on both the recreation grounds. (notice and proposed orders appended)
- 84 Hearing Loops for the Hearing Impaired at Parish Council meetings** – **RESOLVED** that it is up to the village halls where parish council meetings are held to provide the hearing loops. If the Parish Council uses its own premises in the future then this should be considered again.
- 85 Crime Reduction Report** – Iver Heath Recreation Ground. Noted that hedges have been cut (or will soon be). **RESOLVED** to review the CCTV system and upgrade it (including putting recording equipment into maintenance office whilst leaving monitoring in the bowls club as well), but not to close footpaths and to leave the lighting as it is.
- 86 Transport Petition** – received by full Parish Council in July and copy forwarded to the Joint Local Committee. Petition probably does not go far enough in identifying the problems. **RESOLVED** to put possible taxi scheme and other options on the next agenda.
- 87 Bucks County Council Highways** – works that the Clerk should negotiate with the County to take on – flyposting, reporting pot holes and other repairs required, hedge letters, bollard cleaning, sign cleaning, temporary signage permissions, weed killing. Clerk reported on likely costs (one-off and long term, capital and revenue) incurred for negotiation with the County. Mark Averill from County is attending the Road Safety and Lighting Committee to answer any questions from Councillors related to this process. **RESOLVED** to delegate negotiation with BCC to the Clerk and to take on whatever work we can so long as the money is available from BCC to pay for it.

PROJECTS

- 88 Christmas Lights** – (a) **RESOLVED** to approve BLE as the contractor for installation of the lights. Quotes available. (b) there were no other issues raised by the Working Party.

Next meeting 21st November 2007 will include setting of the budget and precept for 2008/2009

Meeting closed at 10 pm

Next meeting 21st November 2007 at 7.30 pm