

IVER PARISH COUNCIL

A meeting of the **POLICY FINANCE AND GENERAL PURPOSES COMMITTEE** was held on **WEDNESDAY 25th JANUARY 2012**, commencing at 8pm at the **Committee Room**, Parish Council Offices, 63 Chequers Orchard, Iver SL0 9NJ

MINUTES

Present:- Mrs Watkins (chaired the meeting), Mrs Gibson, Dr Matthews, Mrs Leech, Mrs Vigor-Hedderly, Ms Bridgen and Mr Woolley,

In Attendance:- Mrs Moffat (Clerk) and Mr N Harlow.

51. Apologies for absence were received from: Mr Oxley.

52. Disclosure of interest in items on the agenda – Dr Matthews declared an interest in Agenda Item 58 being a member of Richings Park Residents Association.

53. Resolved to sign the Minutes of the meeting held on 23rd November, 2011.

54. Resolved to agree the Minutes of:-

(a) HR sub-committee on 13th October and 19th January, 2012.

(b) Youth Steering sub-committee on 5th January, 2012.

55. Clerk's Report – (i) New pavilion – All work is being carried out within budget, the contingency has increased and the roof is now on the pavilion so it is weather tight. (ii) The Pinewood Appeal for the additional dwellings has been dismissed. (iii) The new computer system for the Parish council Office is being installed next week.

56. Finance

i. **Budget Monitoring** – review 2011/12 the PF&GP budget to 18th January, 2012 and the financial summary. The amended Financial summary is attached to take in to account the changes made due to the building work of the new pavilion not starting until 2011/12 .

ii. **Resolved** that the Young People's Activity Contributions for trips is earmarked as such and is carried over each year for expenditure on trips for youth work.

iii. **Resolved** to recommend to full Council the Annual Investment Strategy..

iv. **Resolved** to make the following recommendations with the present investments:-

- Transfer £20,000 from Barclays to Lloyds on a Fixed Term Deposit re-invested on a 3 monthly programme
- Transfer £25,000 from Barclays to HSBC Money Market Fixed Term Deposit which has immediate access

- Review interest rates on a twice yearly cycle

57. Resolved to accept the code of Recommended Practice on Data Transparency and implement accordingly to commence in April/May 2012 once new finance software is operational. It was noted that this will create additional work for the office staff and to ensure it is displayed electronically. Mr Woolley confirmed he was happy to add all the required information on to the Parish Council's web site.

58. Section 137 Grants

Resolved to approve

(a) Richings Park Residents Association – £50 contribution towards their Christmas lights

59. Subscriptions - Resolved to approve the following subscriptions:-

(a) Society of Local Council Clerks (SLCC) - £243

60. To consider submitting Iver Recreation Ground to Fields in Trust to protect this facility for future generations - Mrs Leech reported that Fields in Trust have agreed to accept an application for Iver Recreation Ground. Once completed, as part of the Queen Elizabeth II Fields Challenge to mark the Queens Jubilee, the recreation ground can then be renamed The Queen Elizabeth II Playing Field.

61. Resolved to delegate to the Chairman and the Clerk renewal contracts for utility bills as and when required ensuring that best value for money is achieved.

- 62. Resolved** to host Iver Heath Village Hall’s web site on the back of Iver Parish Council’s web site at no additional cost to the Parish Council.
- 63. Training and Administration**
- (a) Training – **Resolved** to agree the following training
 - (i) Mrs Gibson to attend a training course on ‘Fund Raising’ as one becomes available.
 - (ii) Localism – Training has been offered by Action for Market Towns at Chesham Town Hall on 8th March 2012. It was agreed to find out if a training course can be arranged more locally together with Wexham and Stoke Poges Parish Councils. If not, it was agreed that Ms Bridgen will attend the course on 8th March and report back to Council.
 - (b) **Youth work** – Report from the Youth Worker was noted and the Christmas activities looked very festive. It was suggested that in future years the young people could have a Christmas dinner with the elderly as a means of encouraging mutual understanding between the two age groups.
- 64. Projects**
- (a) **Christmas Lights** – There is a follow up meeting next week to discuss an changes for next year. The next ceremony will be on 1st December 2012.
 - (b) **Web site** – No comments regards the web site.
- 65. Press Release: Resolved not** to draw any matters to the attention of the press.

Next meeting 4th April, 2012

Meeting closed at 9.40 pm

Signed (Chairman)

Date