Contact Clerk on 01793 740744 or clerk@chiseldon-pc.gov.uk ****

# *CHISELDON PARISH COUNCIL*

## Finance, Policies and Staff Committee

meeting at **Butts Road Chapel,** Thursday 25th October **2018 at 7.30pm**

**AGENDA**

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| **1. Attendances and apologies for absence** |  |
| **2. Declarations of interest** |  |
| **3. Public recess** |  |
| **4. Approval of minutes**  (From 20th September 2018) |  |
| **Matters arising** not on the agenda  **Action points**  **FINANCE**   * **REVIEW ACCOUNTS** |  |
| **5. Review Accounts for October to date 2018. – See documentation**   * **VOTE ON EXPENDITURE.** |  |
| **Vote on Parish Council joining WALC. See separate documentation**  **Vote on removing Hot Chilli allocated payment from Xero system.**  **6. EGPA APPROVED EXPENDITURE:**   * **The Tithegrove/Matt Frost quote of £9088 was approved. Total approved budget of £12,000 approved to cover any unexpected expenses.** * **KT Electrical quote of £429.30 plus VAT for 2 heaters on timers at pavilion approved.** * **10% increase to all allotment fees for 2018/19 approved by committee** * **£200 max budget approved for paint & materials for probation team to de-rust and repaint barriers to road at Coronation Gate on New Road.**   **PRECEPT & BUDGET for 2019/20**  **7**. **Review feedback from Cllrs and public so far. Deadline for comments is 7th Nov. Discuss & vote on further amendments/additions.**  **8. Additional budget item/s: £49.00 plus VAT per AED in the parish for monitoring costs. Currently 2 but Tennis Club are looking for funding for a 3rd which PC will maintain.**  **WALC membership fee – currently £988. Inc VAT for annual membership. (If Council votes to join)**  **POLICIES & LEASES**  **9. Review draft tender document. Vote if applicable on acceptance of document – or amend for future approval. See separate document**  **STAFF & HR**  **10. Update - Hiring a handy man to do work around the Parish. Allbuild charge £16.50 per hour for labour. Charge per hour?**  **Discussion & possible vote. See separate document for proposed work/spec**  **11. Ongoing discussion on managing Clerks workload – various options available – increase Clerks hours, employ an office admin assistant. Linked to item 8.**  **12. Any other business.**  **(Note, items in AOB cannot have a vote)**  **Next meeting:**  Thursday 22nd November 2018 in the Old Chapel, Butts Road at 7.30pm |  |
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Signed by Clerk:

C. Wilkinson



**Current Committee:** Matthew Harris (Chair), Phil Costigan, Caroline Brady, Matt Clarke, Ian Henderson (Vice Chair), Denise Rogers, Michelle Harris, Paul Walton.

Additional Information: