

**Minutes of the Meeting of
CHURCH CROOKHAM PARISH COUNCIL
FINANCE & POLICY COMMITTEE**

Date and Time: Monday 14th November 2011 – 8.00pm

Place: Willis Hall, Church Crookham

Present:

Councillors: Andrea Ong (Chairman), Nick Harris (NH), John Bennison (JB), Helen Butler (HB)

Also: Jayne Hawkins - Clerk

There were no members of the public

Action

53/11 Apologies for Absence

Apologies were accepted from Bill Shambrook and Michael Burford.

54/11 To approve minutes of the meeting held on Monday 10th October 2011

The meeting minutes were reviewed and were approved and signed as a true reflection of the meeting.

55/11 Declarations of Interest

There were no declarations of interest.

56/11 Chairman's Announcements

There were no announcements

57/11 Public Session

There were no comments from the public.

58/11 To review the actual vs. budget figures from April to September 2011 and the likely reserves at the end of the year.

Copies of the actual vs budget figures for April to September with updated forecasts to the end of the year were circulated and agreed by the Committee.

Predicted total reserves at the end of the year were £83,277 which included £47,700 of earmarked reserves.

59/11 To consider the updated draft budget for 2012 2013 including amendments requested at the previous Policy and Finance Committee meeting.

An updated budget spread sheet was circulated.

It was agreed that any additional reserves available at the end of 2011 2012 would be put into general reserves and that at the end of 2012 2013 the following would be put into earmarked reserves if the funds were available.

- Playground replacement fund- £4000
- Replacement of 3G surface Peter Driver £3000
- Green energy projects - £5000
- Community centre running costs - £10000



Cllr.Ong proposed that the 2012 2013 budget was accepted this was seconded by JB and agreed by all.

The Clerk was asked to take the recommendation forward for full Parish Council approval **Clerk**

60/11 To agree the precept for 2012 2013 and to complete the application form

It was agreed not to increase the precept in 2012 2013 and it was decided that the precept should be set so that there was no increase in the precept for a band D household. This was proposed by Cllr Ong and seconded by Cllr. Bennison and agreed by all. The Clerk was asked to complete the application form when it was available.

Clerk

61/11 To accept an updated policy for grant applications and an updated application form.

The grant application policy was accepted with the following amendments:

- Provide existing evidence of need.
- Amend text to say ' up to and including £500'

The Clerk was asked to update the policy document

Clerk

62/11 To review a grant application from Fleet and Church Crookham in Bloom

A grant application had been circulated.

Cllr Bennison proposed that an S137 grant of £250.00 was awarded to the Fleet and Church Crookham in Bloom Society this was seconded by Cllr. Harris and agreed by all

The Clerk was asked to send the society a cheque.

Clerk

63/11 Agenda items for the next meeting

- Review Standing orders number of Councillors needed to sign a letter requesting that a decision is reviewed – should it be proportional to the number of Councillors on the Council?
- To decide what accounts to display on website electronically i.e. annual return and monthly finance reports. Update the finance regulations to reflect any changes in policy.

64/11 Date of next meeting

9th January 2012 **There being no further business, the meeting closed at 10.30 pm**

Signed.....

Date.....