



Minutes of a meeting of Midhurst Town Council Finance, Asset and Policy Committee held at The Old Library, Knockhundred Row, Midhurst on 13 June 2016 at 7.40 p.m.

MEMBERS

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| ✓ Ms C Lintott (Chairman) | ✓ Mr B Flynn (Vice Chairman) |
| ✓ Mr N Cheshire | ✓ Mrs M Guest |
| ✓ Mr G McAra | ✓ Mr S Morley |
| ✓ Mrs J Sutton | |
| Mr M Purves Chairman of the Council | ✓ Mr J Quilter Vice Chairman of the Council |

✓=Present

The press also attended this meeting.

Mr McAra joined the meeting during Item 33.

25. Election of Chairman and Vice-Chairman

It was proposed by Mr Quilter and seconded by Mrs Sutton that Ms Lintott be elected Chairman of the Committee. There were no other nominations and Ms Lintott was duly elected (all in favour).

It was proposed by Mr Quilter and seconded by Mr Morley that Mr Flynn be elected Vice Chairman of the Committee. There were no other nominations and Mr Flynn was duly elected (all in favour).

26. Apologies

Apologies were received from Mr Purves.

27. Declarations of Interest

There were none.

28. Representations from the Public

There were none.

29. Matters Arising from the Meeting held 09.05.2016

29.1. Min 18 - Request for Members to start to consider upcoming projects

Ms Lintott reminded Members to come forward with any ideas. Mr Flynn advised that he had thought of the cemetery fencing that needs replacing, and also that the rhododendrons along the path could be cleared which would create space for more plots. The chapel could perhaps also be put back into use. He further advised that this would be a prime project for CIL money.

Ms Lintott suggested that a Task and Finish Group could be set up in July to consider any projects once ideas had also been received from the Community and Environment Committee.

30. Internal Auditor's Report

This document had been distributed and Members agreed to recommend it to Council for acceptance. The Chairman thanked the Clerk for her hard work in getting the accounts together and through the audit.

Dated this 20th June 2016..... Chairman



31. Annual Return for the Year ended 31 March 2016

31.1. Section 1 – Annual governance statement

The Annual Governance Statement was considered by the Committee. It was unanimously agreed to recommend it to Council for approval.

31.2. Section 2 - Accounting statements

The Accounting Statements were considered by the Committee. It was unanimously agreed recommended them Council for approval.

32. To confirm membership and next meeting date of Old Library Management Sub-Committee

It was agreed that the Old Library Management Sub-Committee Membership for the new Council year will be Mr Cheshire, Ms Lintott, Mrs Sutton, Mr Purves and Mr Flynn. The sixth member will be Ms Campbell subject to her agreement, and should she not agree, a sixth member will be sought at the Council meeting.

It was agreed that the next meeting date for the Sub-Committee will be 4th July 2016.

33. To consider the appointment and membership of HR Group or Sub-Committee

It was unanimously agreed to continue this group as an advisory group with the existing remaining members of Mrs Guest, Mr Flynn and Mr Purves. This arrangement will continue at least until the task of producing an appraisal process has been completed.

Mr McAra arrived during this Item.

34. Draft Disaster Recovery Plan (min. 19)

Ms Lintott had drafted a plan, more appropriately called a Business Continuity Plan, which Mr Quilter will review and put to the Committee for consideration at the next meeting.

35. Financial Statements

The bank reconciliation and details of receipts and payments for April and May had been circulated and were noted. Thanks were extended to the Clerk for getting to grips with the new accounting system and producing the reports from the system.

36. Matters of Report

36.1. Mr Morley reported that he felt that the departing head at Midhurst Rother College should be thanked and the new head welcomed. It was agreed to put this suggestion to Council.

36.2. Mr McAra reported that a number of people have raised the point about the pavement outside the fire station, and that it had been cleared today.

36.3. Mr Flynn reported that the Operation Watershed work at Pitsham Wood was starting on 15 June.

36.4. Ms Lintott reported that the cobblestones replaced by SSE did not look like the originals. Mr McAra assured her that they are the original stones.



37. Staff Matters

It was proposed by Ms Lintott, seconded by Mr Quilter and agreed that the meeting move into closed session to discuss staff matters.

The public meeting closed at 8.20 p.m.