



# Midhurst Town Council

**A MEETING OF THE FINANCE ASSET AND POLICY COMMITTEE  
TOOK PLACE ON MONDAY 8<sup>th</sup> JULY 2019 AT 7:00pm  
IN THE MIDHURST TOWN COUNCIL OFFICE, THE OLD LIBRARY,  
KNOCKHUNDRED ROW, MIDHURST**

## MINUTES

**Present:** Cllr C. Lintott, Chairman, Cllr L. Jefferies, Cllr G. McAra, Cllr S. Morley, Cllr J. Travers, Cllr J. Smallman

**Officer:** Melanie Kite, Town Clerk

No members of the public attended.

### **F/01/19 – Chairman’s Announcements**

The Chairman reminded the committee that the meeting was being recorded for the purpose of the Clerk’s Minutes only.

### **F/02/19 - Apologies for Absence**

Cllr M. Purves,

### **F/03/19 - Declarations of Interest**

None declared

### **F/04/19 – Matters Arising From The Minutes of 20<sup>th</sup> May 2019**

None

### **F/05/19 - Representations from the Public**

No members of the public were present.

### **F/06/19 – Financial Reports**

Cllr Lintott explained that the £514.03 in the budget for The Northern Gateway was accrued from 2018/19

There were no further questions

### **F/07/19 – Bank Reconciliation, End May 2019**

The bank statement was reconciled as agreed, and initialled back to the original bank statement by Cllr Lintott.

### **F/08/19 – IT Support**

Aztec Computers already provides support services for town and parish councils in West Sussex. The Company Director of Aztec Computers was invited in by the Clerk to discuss the council’s situation, service and support required.

The Clerk began with a brief summary of the meeting followed by emphasising the salient points on the quotation, which had been circulated with the agenda. The rolling monthly support hours was considered a good idea and one that can be of financial benefit to the council.



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Cllr Jefferies enquired whether it was possible to use a Midhurst local company. Diskin had originally been used but was found not to be satisfactory for the council's needs. Enquiries made for other local companies had not produced any suitable people.

With no further comments and questions, it was resolved to accept the quotation and instruct Aztec Computers as the council's IT service and support company for a twelve-month period.

Proposed Cllr Lintott, seconded Cllr Sutton, all in favour.

## **F/09/19 – Midhurst Vision**

The councillors had heard a presentation on Midhurst Vision, from the Rural Towns Co-ordinator at the Full Council meeting in June, when Cllr Lintott had explained that she had been approached by a member of the steering group for funding. (C/44/19).

Cllr Jefferies felt that there had not been enough publicity, good overall dissemination of information especially as it had engaged a professional company to help it. Cllrs Lintott, Morley and McAra responded with details of how the Vision had been set up, who attended etc and explained that publicity was being held back until the launch of the survey. Other members suggested that the town council should show its support of the Vision.

On the suggestion from Cllr Sutton to fund £1,000 the members agreed to this figure.

It was resolved to fund £1,000 to Midhurst Vision

Proposed Cllr Sutton, seconded Cllr McAra, 5 agreed, Cllr Jefferies abstained.

## **F/10/19 – Cemetery Lodge Boiler**

The Clerk was requested to obtain further information from contractor 2 on why he had chosen a boiler with a 18Ri, the other two being 15Ri and 24Ri; if it is a combi or condensing boiler and if it heated both the water and the central heating.

Following these questions being satisfactorily answered the members agreed to accept contractor 2, Premier, total cost £2,700 net.

Proposed Cllr McAra, seconded Cllr Sutton, all in favour.

## **F/11/19 – Office Photocopier**

It was resolved to accept contractor 1, KCS renting the Ricoh IMC 3000 machine over a five-year contract. Cost per quarter £83.78.

## **F/12/19 – Future Development At The Recreation Ground**

Cllr McAra briefed the Members on his work on the future development at the recreation ground. His proposal centres on three main areas for improvement, general improvements to the grounds, replacing the existing skatepark with an up-to-date one and installing a MUGA (multiple use games area).

The proposal spans a period of between five and seven years with some of the work starting this financial year. Work will start on general ground improvements.

Funding will come from the Precept, 2019/20 budget has an earmark reserve, NHB and CIL monies and grants.

Previous plans, which involved a survey on the use and requirements for a recreation ground, will be amalgamated into this document and business plan.

It was resolved to accept the proposal and recommend it to Full Council in July.

Proposed Cllr Morley, seconded Cllr Travers all in favour.

## **F/13/19 – Matters of Report**

Cllr Morley will arrange a meeting with CDC to ensure the terms of reference for the Rural Towns Co-ordinators role is still relevant and understood by both parties ahead of MTC's budget planning for the council's partial funding of salary.



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Cllr Morley had noticed a commercial leaflet on the Town Council's notice board at The Grange. This will be removed.

Cllr Lintott asked that the Clerk write a letter of thanks on behalf of the Town Council, to Seaford College students for their hard work in helping the Green Volunteers clear and cut-back vegetation around Midhurst.

There being no further business the Meeting was closed at 8:20pm.

Date: .....

Signed:.....

Chairman