



Midhurst Town Council

A meeting of the **FINANCE ASSET AND POLICY COMMITTEE**
took place on Tuesday 14th April 2020 at 7:30pm
by virtual conference due to COVID-19

MINUTES

Present: Cllr C. Lintott (Chairman), Cllr L. Jeffries, Cllr G. McAra, Cllr. A. Procter, Cllr S. Morley, Cllr M. Richardson, Cllr J. Sutton, Cllr J. Travers

Officer: Melanie Kite, Town Clerk

Assistant Clerk was present.

F/35/20 – Chairman’s Announcements - The Chairman reminded the committee that the meeting was being recorded for the purpose of the Clerk’s Minutes only and Gave instruction as to how the meeting would be conducted and voting take place.

F/36/20 - Apologies for Absence - Cllr M. Purves

F/37/20 - Declarations of Interest - None declared

F/38/20 – Matters Arising from the Minutes of the Meeting held on 9th March 2020 - There were no matters raised.

F/39/20 – Representations from the Public - No members of the public were present.

F/40/20 – Financial Reports for financial year end, March 2020

Payments and receipts in March were agreed as:

Payments of £13,463; Receipts of £2,473

The detailed income and expenditure statement to 31 March 2020:

Net totals: Payments - £201,309 against a budgeted figure of £272,092

Receipts - £248,727 against a budgeted figure of £163,745

Analysis of payments at this year-end showed three cost centres over budget;

Office due to instructing a new IT support company; General Admin due to changing web site design company and Insurance as the premium was higher than budgeted for.

Analysis of receipts at this year-end showed a significant increase in expected income from letting income of the Old Library and cemetery income.

F/41/20 – Bank Reconciliation - It was resolved to note the total of all bank balances as at year-end to 31 March 2020 as £213,606

The bank statements for March 2020 were reconciled. This will be agreed and initialled back to the original bank statements when meetings are again held in situ.

F/42/20 - Carron Lane Improvement Working Group -

Skate park – Following an update on the tenders from Cllrs Sutton and McAra, there will be a Motion at Full Council to agree to progress with the design plans and agree to instruct the recommended company.

Lido – it was agreed that during the current COVID-19 situation, analysis of the survey and any further progress will be postponed for a couple of months.



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The chair thanked both councillors for their efforts bringing it to this stage in the proceedings.

F/43/20 - The Old Library - All hirers had been notified of the cancellation of their bookings and the closure of the Old Library. Two people had requested a refund which had been granted. It was noted that in the first year of opening to the public lettings and income had been well ahead of projected figures.

F/44/20 - Midhurst Angels – Cllr Lintott informed Members of the work the Angels have done to date since setting up in early March. A website and Face Book page had been set up, and 5,000 leaflets distributed to residents in Midhurst and the surrounding parishes. There are approximately one hundred and fifty volunteers, and many shops and organisations including Cowdray employees helping to support isolated and vulnerable residents. Volunteers keep regular contact with some of the most vulnerable in the community. There is a dedicated phone helpline with trained people from different organisations including the Samaritans.

It was resolved to support the Angels with a financial contribution of up to £2,500. Monies will used to purchase items for items such as the ‘essential packs’ which are donated to the most vulnerable. The Angels will liaise with the Town Clerk who will agree on and purchase of such items.

Proposed Cllr McAra, seconded Cllr Sutton, all agreed.

F/45/20 - Grass Cutting – Documents had been previously distributed. A brief resume was given by the Chair. The Clerk confirmed that she had asked WSCC for its cutting rota which had been received. It was resolved to instruct Cowdray Estates with the contract for a one-year period to undertake the work as in the tender letter.

Cost per cut for the eleven areas £450.00 per cut, three cuts are proposed this year.

Proposed Cllr McAra, seconded Cllr Morley all agreed

Action: Clerk to write to Cowdray Estates.

F/46/20 - Matters of Report

Cllr Morley confirmed that there is no speed watch during the COVID-19 pandemic.

Cllr Lintott confirmed the cancellation of VE Day celebration in May and enquired if MADhurst had discussed its August event. Cllr Proctor will report back on any discussions and decisions made.

There being no further business the Chairman closed the meeting at 8:36pm

Signed _____
Chairman

Date _____