



Midhurst Town Council

**A meeting of the FINANCE ASSET AND POLICY COMMITTEE took place on
Monday 27th September 2021, at 7:30pm
MINUTES**

Present: Cllr M. Richardson (Chairman), Cllr J. Travers, Cllr D. Fraser, Cllr C. Lintott, Cllr J. Sutton, Cllr A. Procter and Cllr G. McAra

Officer: Sharon Hurr, Clerk and RFO

Also Present: Julian Quail, Assistant Town Clerk

F/104/21 - Chairman's Announcements – The Chairman welcomed Councillors to the meeting.

F/105/21 - Apologies for Absence – None

F/106/21 - Declarations of Interest - None

F/107/21 - To approve the Minutes of the meeting held on 27th September 2021 – Following a correction at F/103/21 Matters of Report, which should read 'Cllr Fraser', these were approved as a true and accurate record of the meeting. Proposed Cllr Procter, seconded Cllr Fraser, all agreed.

F/108/21 - Matters Arising from the Minutes of the Meeting Held on 27th September 2021 – None

F/109/21 - Public Participation Session – Meeting adjourned

There were no members of the public present. Meeting Reconvened

F/110/21 - Financial Reports to End of July 2021 – The Clerk provided reports from Rialtas software showing the financial position against budget by centre, along with expenditure during the month. Cllr McAra sought clarification regarding the absence of reports from August 2021 and the Clerk responded that this was due to current workloads.

F/111/21 - Bank Reconciliations – The bank reconciliation for the end of August 2021 was reviewed and signed by Cllr Richardson.

F/112/21 - Old Library Terms and Conditions

Following a complaint from a neighbour in relation to the noise created at a birthday party in the Old Library, Cllr Fraser had made some recommendations to the Assistant Town Clerk regarding the current terms and conditions for hiring the library. It was noted that councils, in line with the Environmental Act 1990, are required to look into noise complaints. Cllr Fraser noted that the terms and conditions had not been privy to legal counsel. The current wording was discussed and it was agreed that the following sentence should be added to the Terms and Conditions, paragraph 8 "Music": *Playing of music to finish at 11:00pm*. Proposed Cllr Lintott, seconded Cllr Richardson, all agreed. The Assistant Clerk and Clerk will make some minor amendments to tidy the Terms and Conditions, which will not affect the essence of the conditions.

F/113/21 – Carron Lane Recreation Ground – Annual Inspection Report

The annual inspection report for Carron Lane recreation ground was circulated prior to the meeting. There were 25 moderate risks ranging from the need to replace the surface of the playground (wet pour) to reseeding grass in various places. There are a number of moderate risks that can be actioned by the MTC Groundsman. Those that require contractors, such as the wet pour, will be encapsulated into the business case by Cllr Yeo for action in the next financial year. This year’s opportunities will be discussed with the MTC Groundsman at the office meeting in early November.

F/114/21 – Actions

The Assistant Clerk confirmed that a quotation of £150 had been received for the replacement finger post in North Street, and the finger for the Methodist Church had not been delivered and would be sent in due course.

The resolution to forward £25,000 to Boom Credit had yet to be actioned.

Action: The Clerk to make contact with Boom Credit and organise transfer of funds.

F/115/21 - Matters of Report

Cllr McAra commented that although there was very little litter in the centre of town during the Town Tidy, it was very dirty from various detritus such as cigarette ends and would benefit from a deep clean by CDC.

Action: Cllr McAra to arrange a deep clean of the town centre.

Cllr Procter reminded the committee that there was a meeting of Great Sussex Way at Oakland Park tomorrow evening (26th October 2021).

The chairman closed the meeting at 8.21pm

Signed _____ Date _____
Chairman