



# Midhurst Town Council

A meeting of the **FINANCE ASSET AND POLICY COMMITTEE**  
took place on Monday 26<sup>th</sup> July 2021, in The Old Library, Knockhundred Row,  
Midhurst, at 7:30pm

## MINUTES

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

**Officer:** Julian Quail, Assistant Clerk

**F/84/21 - Apologies for Absence** – Cllr J. Travers

**F/85/21 - Declarations of Interest** - None

**F/86/21 - To approve the Minutes of the meeting held on 28<sup>th</sup> June 2021** - These were approved as a true and accurate record of the meeting.

Proposed Cllr Procter, seconded Cllr Lintott, all agreed.

**F/87/21 - Matters Arising from the Minutes of the Meeting Held on 28<sup>th</sup> June 2021** - None

**F/88/21 - Public Participation Session – Meeting adjourned**

There were no members of the public present.

Meeting Reconvened

**F/89/21 - Financial Reports to End of May and June 2021** – The Locum Clerk had provided reports from Rialtas showing the financial position against budget. Cllr Procter asked what the creditor's write-off for £608 was on the report Annual Budget by Centre.

**Action: Locum Clerk to provide clarity over the £608 creditor's write-off.**

Cllr Procter asked why the insurance payment had exceeded the budget. Mr Quail explained that this was due to an increase in assets, especially the value of the new skatepark.

Cllr Lintott prepared a spreadsheet detailing all payments and receipts for June 2021, this was reviewed by the Committee and no queries were raised.

Payments over £500:

01/06/2021	Arthur J Gallagher	£3,492.78	Came & Co - Local Council Scheme Ecclesiastical Insurance
01/06/2021	WSCC Street Light PFI	£2,122.31	Street light power and maintenance
03/06/2021	WSCC	£6,821.19	Staff Salaries
17/06/2021	Sussex Landworks	£2,064.00	Cemetery Clearance work
25/06/2021	Sussex Landworks	£8,040.00	Cemetery driveway resurface



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**F/90/21 - Bank Reconciliations** – The bank reconciliation for the end of May and end of June were reviewed and signed by Cllr Richardson.

**F/91/21 - New Homes Bonus (Parish Allocations) Scheme 2022**

Cllr McAra provided a written brief before the meeting which was noted by the committee.

**F/92/21 – Midhurst Vision – Placemaking Design**

Cllr Lintott provided a brief summary of where the Vision Group were with the Design Document. Three companies submitted bids for the work and while two were in budget, their tender presentations were not strong enough in comparison with the third company who came in slightly above budget. After a thorough due diligence process, and many questions, it was decided that if the extra funds could be raised and the third company would be chosen despite being above budget. The benefits of going with this company in the long term being far superior. The budget for the work was £10,000, which the Vision CIC have raised, while the preferred tender comes in at £13,878. MTC now have several members actively involved with the Vision CIC who are keen to engage with MTC throughout the process of getting the Design Document finished (hopefully during Sept-Oct). It was proposed and agreed that MTC contribute £2,000 towards the Vision CIC for the contracting of the preferred tenderer (Deacon Designs). This was proposed by Cllr Lintott, seconded Cllr Sutton, all agreed.

**F/93/21 – Old Library Boiler** – Cllr Richardson had undertaken an investigation of the boiler and flue and what options are available as a replacement. It was agreed that the gas boiler would be replaced with electric, as this greener energy is the way forward. A quotation has now been received by SSE to run a 3 phase installation in September. The cost is just over £2,000. It was proposed and agreed that this quotation be accepted. This was proposed by Cllr McAra, seconded by Cllr Procter, all agreed. It was noted that any work undertaken by SSE would need to involve the replacement of the cobbles outside the Old Library.

Cllr Richardson is still working towards receiving three quotations from electricians to reconfigure the junction box in the Old Library. To enable this to move forward during recess, it was proposed and agreed that delegated powers are given to Cllr Lintott and Cllr Richardson to avoid loss of time during the recess. This was proposed by Cllr McAra, seconded Cllr Procter, all agreed.

**F/94/21 - Matters of Report.**

Cllr Fraser asked for confirmation of the costs for his training.

**Action: Assistant Clerk to provide confirmation of the training cost for Cllr Fraser.**

Cllr McAra raised concerns about the potential impact the weekly market could have on some of the local traders. Cllr Lintott confirmed that the Events Officer will be conducting an exit survey after the initial 6 week trial. This will involve the local traders.

The chairman closed the meeting at 8.15pm



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Signed \_\_\_\_\_  
Chairman

Date \_\_\_\_\_