

BENSON PARISH COUNCIL

Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ

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Minutes of the Benson Parish Council Finance Committee held on On Tuesday 16th May 2017 at 7:00PM in the Lounge

Present:	Cllr P. Peers	(PP)
	Cllr J. Fowler	(JF)
	Cllr P. Baylis	(PB)
	Cllr McTeague	(TM)
Proper Officer:	Anna Field	(RFO)

1. **Apologies** - none
2. **Declarations of Interest** – None declared
3. **Public Session** – There was a representative of SODC present for agenda item 5 only.
4. **Minutes of the last meeting** – The minutes of the Finance Committee Meeting held on 14th March and 10th April were signed.

5. **Millstream Car Park:**

Rob Simister of SODC explained that he could see no benefit for SODC in transferring ownership of this carpark to the Parish Council. Maintenance costs are minimal and the asset had a significant book value. He further confirmed that there were no plans to start charging in the car park.

After further discussion it was agreed that;

Action: Cllr Fowler will put together a case for the transfer to BPC

JF

Action: Rob Simister will investigate what SODC can do to assist with resolving the parking problems

6. **Q4 and Full Year Financial report:**

RFO circulated the full year budget sheets.

Action: RFO will send out the 2017/18 blank budget sheets

7. **Grants**

i) **Closing dates**

There are currently 4 dates per year for consideration of S137 grants. It was agreed that applications for grants should be invited for the two weeks prior to each date and the application windows advertised in the Benson Bulletin and on the web site.

Action: CLK and RFO to review the Grants Policy to reflect this by the ASM on 25/5/17

CLK/RFO

ii) **Playground Equipment**

The SODC grant application for Green Close has had to be withdrawn whilst the Title is Registered with the Land Registry. It is likely that there

will not be another grant window for the rest of 2017/18. With such a long potential delay, it was agreed BPC should purchase one piece of equipment immediately and invite other local organisations to fund the second piece should there not be another grant window.

Recommendation to Full Council:

To purchase a Trojan Anthill Climber from Wicksteed at a cost not to exceed £13000 plus VAT including installation and surfacing. Also to approach Benson Bulletin, BCA and Bensington Society for funding for a Pendulum swing.

The grant for St Helens play equipment has been submitted with a decision date of 30th June.

8. **St Helens Avenue Planning Inquiry:**

Action: JF to prepare a brief for Cornerstone Barristers with a view to establishing the cost of representation at the planning inquiry.

RFO

9. **Bertie West – landowner agreement for Forest School :**

Action: Cllr Baylis to amend agreement and take to R&L committee

Action: RFO to confirm the Councils public liability cover

10. **CIL Projects:**

JF confirmed that the CIL money does not need to be kept in a separate account but does need to be monitored and reported on annually.

JF circulated the suggested project list from the Neighbourhood Plan team

11. **Defibrillators:**

RFO suggested that rather than purchasing one defibrillator, OCC grants may be available to small local organisations such as Bensington or BCA so the Council could make up the difference and the village would gain two defibrillators.

Action: RFO to investigate OCC (and other) grants that may be available and then approach the appropriate local organisations

RFO

12. **VAT on Hall Extension:**

Action: RFO to organise a meeting with Andrew Marsden and PB to discuss any action ahead of the planned hall extension

RFO/PB

13. **Online Banking Finance Regulations:**

Action: RFO to review Finance Regulations and amend to reflect online banking procedures

RFO

14. **Allotment Rates:**

Action: PB to put annual review of allotment rates, including the paddock, Cuckoo Pen and Millbrook Mead on the next R&L agenda

PB

15. **AOB**

i) Fire Proof Safe/ Filing Cabinet for Deeds

CLK

Recommendation to Full Council:

To purchase a fire safe at a cost not to exceed £479 plus VAT RFO

16. **Date of Next Meeting:** 18th July 2017

Anna Field Responsible Finance Officer 17/05/2017