

ALVECHURCH PARISH COUNCIL
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Clerk: Tammy Williams

MINUTES OF THE MEETING OF THE

FINANCE AND RESOURCES COMMITTEE

HELD MONDAY 26th NOVEMBER 2018 AT 7.30 PM

At Alvechurch Parish Council Office, George Road, Alvechurch, B48 7PB

Present Cllrs M Ball (Chairman), J Cypher, A Helmore, A Humphries
& T Wallis

In attendance Tammy Williams, Clerk

fr18/009 Apologies for Absence
Cllr R Chima

fr18/010 Declarations of Interest
Cllr A Humphries – Minute Reference fr18/014c (St Laurence Church)

fr18/011 Minutes Of Previous Meeting
The Minutes from the meeting dated 23rd July 2018 were reviewed, authorised and signed.

fr18/012 Clerk's Report:
a. Update on the Fundraising Process by the Hopwood Play Equipment Working Group
The Clerk confirmed the current funds raised for the Hopwood Play Equipment which totalled £13,322.00 from external donations plus £5,000 already confirmed from the Parish Council (potentially to be increased to £15,000 dependent on other funds raised). Furthermore, an application to the National Lottery for a £10,000 grant had also been made and a decision on this was expected in around 10 week's time.
b. Outstanding Items: Quarter 2 Internal Financial Checks
Due to current staffing levels in the office, the Quarter 2 Internal Financial checks are outstanding and will be carried out as soon as resources permit.

fr18/013 Finance And Administration in Respect of the 2018/19 Financial Year, to Include:
a. To Receive A List Of Invoices For Payment And Consider Any Exceptional Items As Necessary
The cheque list was reviewed and authorised.
b. To Consider a Standing Order Instruction in Respect of Staff Salaries
The Clerk reflected that it wasn't possible to complete this at this point in time as it was too soon to clarify the net salary position. This agenda item was therefore deferred.

fr18/014

Finance And Administration in Respect of the 2019/20 Financial Year, to Include:

The order of this agenda item was altered as follows:

a. To Consider the Suggested Projects for the 2018/19 Financial Year

As part of the budget consideration Councillors considered the following projects for the 2019/20 financial year:

19/20 Projects	Estimated Costs
Signage at the Wiggin	To be determined
Boardwalk maintenance	£250
Tree Surgery at the Wiggin	£2,500
Repainting play equipment at the Wiggin	£600
Tennis court cleaning	£500
Tree Survey at Rowney Green Playing Fields	£1,500
Play equipment at Hopwood Playing Fields	C £15000
Street lighting upgrade	£10,000

The Clerk advised that the recently completed arboricultural survey at the Wiggin Memorial Playing Fields stated that the survey should be completed every three years. A Councillor stated that the Parish Council should complete all of the tree work at the Wiggin prior to commencing a tree survey at Rowney Green Playing Fields. It was also noted that it would be necessary to know where our boundaries lie at Rowney Green Playing Fields.

ACTION POINT: The Clerk to ask the Grounds Maintenance Contractor when he would anticipate needing to undertake sand grooving on the football pitches at the Wiggin Memorial Playing Fields and also to obtain a quotation in advance so that this can be budgeted for in advance.

ACTION POINT: The Responsible Financial Officer to research further the possibility of obtaining a loan from the Public Works Loan Board in respect of upgrading our street lighting.

b. To Consider the Draft Budget for the 2018/19 Financial Year

The Responsible Financial Officer provided Committee Members with a draft budget for consideration. Committee Members reviewed and debated this extensively, particularly in respect of the true level of Council Reserves and what they should be. Cllrs Humphries and Ball provided Committee Members with an update on the outcome of a recent Highways meeting which included discussions around how to achieve a 20mph zone in the village and an extension of the 30mph area. This would have to entail a safety audit and then, subject to the outcome of the audit, it is likely that safety cushions and updated signage would have to be installed which the Parish Council would have to fund. It was also noted that the County Council is keener to make changes in the northern end of the village rather than at the southern end. A Councillor commented that any proposed Highways changes in Alvechurch should be undertaken in line with a review of the Village Centre Plan (see Alvechurch Neighbourhood Plan) in conjunction with Cheryl Welsh and that the Parish Council needs to review projects as a whole and not in a piecemeal fashion. Any Highways projects would need to be ratified by Council. With regards to street lighting upgrades and the Sports & Social Club Car Park it was noted that Wythall Parish Council had undertaken a community consultation to ascertain what parishioners felt should be a priority for their Parish Council and it was suggested that Alvechurch Parish Council could undertake such an exercise.

ACTION POINT: The Clerk to review the annual amount budgeted in respect of the Assistant Clerk's salary.

ACTION POINT: The Clerk to add to the December Agenda the Finance Committee's recommendation to increase the budget for Grants to the Community on to the December agenda.

ACTION POINT: The Clerk to review the car park budget in particular with regards to ring-fenced funds

ACTION POINT: The Responsible Financial Officer to seek clarification from the Clerk at Barnt Green Parish Council regarding Reserve terminology in respect of this budget.

c. To Consider any Grant Applications and Financial Requests Received

The Responsible Financial Officer had provided the Finance Committee with all the details of the grant applications received, which were as follows:

Applicant	Reason Applying	Amount Requested	Power to Provide
The Lounge <i>Community Cafe & Youth Group in Alvechurch</i>	Running costs for the Community Cafe & also Youth Group. The local police has stated that since the inception of the Youth Group anti social behaviour has been eliminated.	£7600	Local Government (Miscellaneous Provisions) Act 1976 s.19 Local Government and Rating Act 1997, s.31
Citizens Advice Bureau <i>Charity</i>	May be providing advice to local residents	£100	Section 142 of Local Government Act 1972
Incredible Edible	To provide a multi-purpose waste disposal unit in the Precinct	£200	Litter Act 1983, ss. 5,6
Alvechurch Village Hall	Carpets in 2 small meeting rooms	£400	S133, Local Government Act 1972
Alvechurch PCC (St Laurence Church)	To help fund activities at St Laurence Church to provide a direct benefit to the community	£500	Local Government Act 1972, s.137
Rowney Green Shared Church	Grant to cover the expenditure of quarterly breakfasts to encourage attendance at Rowney Green Shared Church	£200	Section 138B Local Government 1972 Act

The Committee **agreed unanimously** that it would propose to Council that these grants should be paid as requested.

d. To Consider the Proposed Meeting Schedule for the 2019 for the Finance & Resources Committee

Due to the time, this item was deferred. Any queries regarding the meeting schedule can be raised with the Clerk after the meeting.

fr18/015

Date and Time of Next Meeting

The date and time of the next meeting is 21st January 2019 – venue to be confirmed.

The meeting ended at 10.15pm

Signed
Chairman

Date