

OPEN SESSION: There were no members of the public present.

MINUTES OF THE POLICY & FINANCE COMMITTEE

Held on Wednesday 16th June 2004 at 7.00pm

PRESENT: Cllr N J Chard (Chairman)
Cllr P Chambers
Cllr N G R Clarke
Cllr N W Light
Cllr W S Rippon-Swaine
Cllr Mrs V A Sullivan
Cllr B H Terry

IN ATTENDANCE: Terry Simpson, Town Clerk

The Chairman welcomed Cllr Mrs Sullivan to her first meeting.

F/3639 APOLOGIES

Apologies were received from Cllr L C Ford and Cllr M H Thierry.

F/3640 DECLARATIONS OF INTEREST

There were none.

F/3641 MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meetings held on 19th and 26th May 2004, having been previously circulated, be agreed and signed as a correct record.

F/3642 MONTHLY FINANCIAL REPORTS (*Annex 'A'*)

a) Schedule of Monthly Payments – May 2004

- i) No. 1 Account
RESOLVED: That the Schedule be AGREED.
- ii) Imprest Account
RESOLVED: That the Schedule be AGREED.

b) Cheques for signature

There were no cheques to sign.

c) Petty Cash Statement

RESOLVED: That the Petty Cash Statement be AGREED.

d) Inter-Account Transfers

Members received a Statement of Inter-Account Transfers for June 2004.

RESOLVED: That the transfers be AGREED. Cllrs Chard and Light duly signed the report.

e) Statement of Town Council Balances

RESOLVED: That the Statement be RECEIVED and the end of year balances NOTED.

F/3643

APPLICATIONS FOR GRANT AID

i) U-Nite

RESOLVED: That a grant of £100 be awarded to U-Nite towards initial start-up costs for the new Club.

ii) Ringwood Disabled Sports Association

RESOLVED: That a grant of £200 be awarded to Ringwood Disabled Sports Association towards the cost of hydrotherapy sessions at Ringwood Recreation Centre.

iii) Ringwood & District Community Association

The Committee noted that, due to difficulties with the planning consent for work to be carried out to the arch top of an existing window at Greyfriars, the Association had requested that the application for grant aid be held in abeyance.

RESOLVED: That the grant application from the Ringwood & District Community Association be deferred pending resolution of the planning situation.

iv) Salterns Playscheme

RESOLVED: That a grant of £50 be awarded to Salterns Playscheme towards the cost of providing a summer Playscheme for special needs children from the Ringwood area.

F/3644

PARISH CHARTER WITH HAMPSHIRE COUNTY COUNCIL

The Committee noted that the Charter drafted by the County Council provided a commitment by that Council to keep the Town Council fully informed, in a timely manner, of issues that would affect the town.

RESOLVED: that the adoption of the Charter be supported and that the County Council be requested to ensure that its provisions are followed by all parts of the County organisation.

F/3645

OFFICE EQUIPMENT

The Town Clerk reported that, despite action taken to dispose of unnecessary documentation, there was still insufficient filing storage cabinets and he had therefore ordered a new filing cabinet, at an estimated cost of £250, which would be used for the planning files.

RESOLVED: that the action taken by the Town Clerk for purchase of a new filing cabinet be approved.

F/3646
URGENT BUSINESS

(i) Contract for Payroll Service

The Town Clerk reported that there was no formal contract for the provision of payroll services. This had been highlighted during an audit. A new contract had been prepared and he sought members' approval to its completion.

RESOLVED: that the Town Clerk be authorised to complete the contract with Russell Bird for the provision of Payroll Services for the Council.

(ii) Town Clerk

RESOLVED: that the Chairman and one other member be authorised to sign the agreement for the Town Clerk's lease car.

There being no further business, the meeting closed at 8.00 pm.