



New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP
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Minutes of the meeting of New Alresford Finance & Facilities Committee held electronically via Zoom, on Tuesday 14 July 2020 commencing at 7.30pm

Name	Present	Apologies	Absent
Cllr Divall (Chair)	✓		
Cllr Bean (Vice Chair)	✓		
Cllr Weston	✓		
Cllr Jeffs	✓		
Cllr Holmes		✓	

ALSO PRESENT: Marcia Phillibert - Town Clerk

The Chair welcomed all present to the meeting.

F20/018 ACCEPT APOLOGIES FOR ABSENCE.

RESOLVED: Apologies accepted from Councillor Holmes - Work commitments

F20/019 DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011.

The Clerk advised nothing was received

F20/020 DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS ON ITEMS ON THE AGENDA.

Nothing was declared.

F20/021 PUBLIC PARTICIPATION

No members of the public present

F20/022 APPROVE MINUTES AND RECOMMENDATIONS OF THE FINANCE AND FACILITIES COMMITTEE HELD ON 9 JUNE 2020

RESOLVED: That the minutes and recommendations of the Finance and Facilities Committee held on 9 June 2020 be approved.

F20/023 CLERKS REPORT

Committee reviewed the Action Tracker which will be updated and amended.

F20/024 REVIEW PAYMENTS AND PURCHASE LEDGER UP TO 30 JUNE 2020

RESOLVED: That the purchase ledger up to 30 June 2020 is referred to Town Council for approval

F20/025 REVIEW DETAILED BALANCE SHEET, BANK RECONCILIATION, BANK STATEMENTS AND INCOME AND EXPENDITURE REPORT AS AT 31 MAY AND 30 JUNE 2020

RESOLVED: That the Detailed balance sheet, Bank reconciliation, Bank statements and Income and Expenditure report as at 31 May and 30 June 2020 is referred to Town Council for approval.

- F20/026** **REVIEW SECTION 1 AND SECTION 2 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN AND END OF YEAR ACCOUNTS FOR 2019/20.**
 Review of Section 1 and 2 of the AGAR and the Financial Risk Assessment.
RESOLVED: That Section 1 and Section 2 of the Annual Governance and Accountability Return is referred together with End of Year accounts for 2019/20 is referred to Town Council for approval.
- F20/027** **REVIEW FORECAST AND ANY ADJUSTMENTS TO BE MADE**
 Review of the forecast and adjustments
RESOLVED: That £1000.00 for additional computer, £2000.00 in respect of the path repairs at Arlebury park and £10,000 is budgeted towards the Car Parking strategy. The Benchmarking report to be renamed Town Improvements.
Recommendation 1: The works in respect of plumbing and electrics to be referred to Town Council.
Recommendation 2: £5000.00 Strategy development is referred to Town Council
- F20/028** **REVIEW GRANT APPLICATIONS**
(i) New Alresford Town Trust
 Application for ongoing maintenance.
Recommendation 1: Not to approve and refer to Town Council.
- (ii) Winchester Villages Trust**
 Further enquires to be made regarding investments.
Recommendation 1: To be referred to Town Council.
- F20/029** **REVIEW FINANCIAL REGULATIONS**
RESOLVED: That the Financial Regulations are referred to Town Council for approval
- F20/030** **REVIEW STANDING ORDERS**
RESOLVED: That Standing Orders is referred to Town Council for approval
- F20/031** **NOTE DRAFT COMMUNICATIONS POLICY**
 The clerk advised that there is also a communication strategy under consideration
RESOLVED: That the office review both the policy and strategy and report back with a draft document for consideration.
- F20/032** **To receive update and review building works**
i. Plumbing
 The Chair provided an update to correct the problems in the building. Two quotes were reviewed, and the various options considered.
RESOLVED: That FlowVision conduct plumbing works to Andrews and Worcester boilers and carry out miscellaneous repairs to plumbing as per quote £2725.00 plus VAT.
Recommendation 1: That the Committee request an increase in budget £3,500 from Town Council to cover the cost of the plumbing works required on the first floor.
- ii. Electrics**

The new electric boards have been fitted. Also need to review the electric agreements

iii. Roof

Reviewing the roof quotes and the solar panel installation undertaken

iv. Chiller

The Chiller has been serviced in the cellar as a one off.

The meeting concluded at 9.40 pm

DATE OF NEXT MEETING IS TUESDAY 8TH SEPTEMBER 2020 VIA ZOOM COMMENCING AT 7.30PM