



New Alresford Town Council

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Minutes of the meeting of New Alresford Finance & Facilities Committee held electronically via Zoom, on Tuesday 9 June 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.

F20/001 ACCEPT APOLOGIES FOR ABSENCE.

No apologies received

F20/002 DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011.

The Clerk advised nothing was received

F20/003 DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS ON ITEMS ON THE AGENDA.

Nothing was declared.

F20/004 PUBLIC PARTICIPATION

No members of the public present

F20/005 ELECT VICE CHAIR OF FINANCE AND FACILITIES COMMITTEE

RESOLVED: Councillor Ann Bean is Vice Chair of the Finance and Facilities Committee for the municipal year 2020/21

F20/006 APPROVE MINUTES AND RECOMMENDATIONS OF THE FINANCE AND FACILITIES COMMITTEE HELD ON 10 MARCH 2020

RESOLVED: Subject to minor amendments that the minutes and recommendations of the Finance and Facilities Committee held on 10 March 2020 be approved.

F20/007 CLERKS REPORT

Committee reviewed the Action Tracker which will be updated and amended. Finance and Facilities to request if R&E are satisfied with a REGO certificate or if they wish us to utilise a green supplier such as Bulb.

F20/008 REVIEW PURCHASE LEDGER UP TO 31 MAY 2020

RESOLVED: That the purchase ledger up to 31 May 2020 is referred to Town Council for approval

F20/009 REVIEW DETAILED BALANCE SHEET, BANK RECONCILIATION, BANK STATEMENTS AND INCOME AND EXPENDITURE REPORT AS AT 30 APRIL 2020.

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

F20/010 REVIEW INTERNAL AUDIT REPORT

The recommendations of the Internal Audit were discussed and noted.

RESOLVED: That the Internal Audit report is referred to Town Council for noting.

Recommendation 1: As the current contract is at an end that enquiries are made regarding a new Internal Auditor.

F20/011 REVIEW INTERNAL FINANCIAL CONTROLS POLICY AND PROCEDURE

RESOLVED: That the Internal Financial Controls Policy and Procedure is referred to Town Council for approval.

F20/012 REVIEW EARMARKED RESERVES AT END OF FINANCIAL YEAR 2019/20

The Earmarked reserves reports were reviewed. That the Roof project is to be progressed as quickly as possible.

RESOLVED: That all Earmarked Reserve reports are updated and referred to Town Council for approval.

F20/013 REVIEW STANDING ORDERS

The draft Standing Orders were reviewed.

Recommendation 1: That draft Standing Orders is deferred to the next meeting.

F20/014 REVIEW NATC INSURANCE

The clerk provided an update in respect of the Asset Register

Recommendation 1: To provide a year on year record of the insurance breakdown.

F20/015 REVIEW TIMETABLE OF AGAR

The Clerk provided an update of the new AGAR timetable and will be presented to July Town Council for approval

F20/016 REVIEW FOOTBALL LICENSE AND PARKING AGREEMENT AT ARLEBURY PARK

The financials in respect of the Football and Parking agreements were discussed.

Recommendation 1: That the accounts of The Arlebury Limited is referred to Town Council.

F20/017 APPROVE ELECTRICAL WORKS TO BE CONDUCTED AT THE ARC

Update received regarding the electrical works in the building. A quote was received in respect of the electrical boards – to bring them up to date and separate out the first-floor electrics.

RESOLVED: That the quote for the new electrical boards and meter to the value of £4950.00 is approved

RESOLVED: That the three invoices in respect of the electrical works undertaken to the value of £2040.00, £1500.00 and £402.00, total £3942.00 be approved

The meeting concluded at 9.18 pm

DATE OF NEXT MEETING IS TUESDAY 14TH JULY 2020 VIA ZOOM COMMENCING AT 7.30PM