



# Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

## Finance and General Purposes Committee

Meeting held on Tuesday 20<sup>th</sup> August 2024 at 7pm  
at River Bourne Community Farm .

### DRAFT MINUTES

**Councillors present:** Baker (Chair), Barker, McDonald, Waller

**In attendance:** Deane (Administration Officer AO), Pettifer (Clerk), Prince (Responsible Financial Officer RFO)

The meeting commenced at 7.01pm.

#### **FGP.24.012 Apologies**

Apologies had been received from Cllr Schneider.

#### **FGP.24.013 Declarations of Interest**

There were no declarations of interest.

#### **FGP.24.014 Approval of Minutes**

**Resolved:** to approve the minutes of the meeting held on 9<sup>th</sup> April 2024

#### **FGP.24.015 Matters Arising**

There were no matters arising.

#### **FGP.24.016 Revision of Financial Regulations**

The RFO had circulated Report FGP 24.016 in advance of the meeting, presenting a new set of Financial Regulations based on the revised template published by the National Association of Local Councils in April 2024. Cllr McDonald queried item 5.18. It was agreed that this item would only apply where it was planned to finance a project through borrowing, and would not prohibit borrowing for unexpected shortfalls.

**Resolved:** that the Finance and General Purposes Committee recommends adoption of the DRAFT LFPC FINANCIAL REGULATIONS 2024 as circulated.

#### **FGP.24.017 Neighbourhood Plan/Design Guide Review**

Cllr Baker reported on the influence of the Neighbourhood Plan at a recent Strategic Planning Meeting and it was agreed to reconsider a review in light of the Draft Local Plan review pending. The AO will investigate grant availability from Locality and assess availability of the consultants previously contacted in February.

#### **FGP.24.018 Future Meeting Schedule FGP**

It was agreed that future FGP committee meetings will be 2<sup>nd</sup> Tuesday of each month and held every two months in future (Jan/Mar/May/Jul/Sep/Nov). FGP councillors will note additional meetings may be called on the 2<sup>nd</sup> Tuesday of intervening months for urgent business. The next meeting was agreed as November. The AO will update the Scheme of Delegation for approval by Full Council.

#### **FGP.24.019 Officers Report and Correspondence**

The Clerk had circulated Report FGP 24.019 in advance of the meeting with proposals for an alternative contractor to carry out the works, as Farwells are unable to undertake the works until next year. It was agreed that the committee recommends to Full Council to appoint AD Southern under Standing Order 7a.

The RFO reported that Public Art funds from Wiltshire Council had been received to cover the cost of the Country Park artworks. The AO reported that Black Forge Art had requested a deposit of £2,000

in advance of starting works, but felt this was appropriate for a bespoke commission. Councillors agreed that this was acceptable.

The RFO reported that funds repaid from the 32 Day Account had been reinvested in CCLA Public Sector Deposit Fund.

#### **FGP.24.020 Draft Agenda Full Council Meeting 16<sup>th</sup> September 2024**

The agenda for the September meeting was reviewed.

Regarding the item for bank mandate updates, it was agreed that the AO be removed from the authorisation list, but that AO retains a debit card at present. This will be reviewed subject to operational needs.

The Chair requested that Gypsies and Traveller Development Plan consultation and National Planning Policy Framework consultation be added. The AO will circulate a reminder to councillors ahead of the meeting, should anyone wish to propose a response.

#### **FGP.24.021 Exempt Business –Matters in Confidence**

**Resolved:** that in view of the commercial in confidence nature of the business about to be transacted, that the public and press be temporarily excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 s100.

#### Laverstock Village Hall

The AO reported that the owner of the Village Hall has been requested to consider a contribution to the final cost of repairs, bearing in mind only 3 years remain on the lease. Options for renewal of the lease were discussed.

The Chair reported on the AGM which he had attended with Cllr Jones. Ward councillors were asked to consider joining the committee.

#### River Bourne Community Farm Lease

The AO reported that no meeting dates had yet been offered. Grant monies are still retained at present.

#### Hampton Park Pavilion

The RFO had circulated Report 24.021 in advance of the meeting. The committee agreed their recommendation that the conversion of the roof space was the best long term solution using the funds identified in the report. A loan would be considered if available funds prove insufficient. The AO will source quotes for detailed plans and project management to present at Septembers Full Council meeting.

**NEXT MEETING.** The next meeting of the Finance and General Purposes Committee will be held on 12<sup>th</sup> November 2024 at the River Bourne Community Farm.