

## **Worth Parish Council**

### **Minutes of the Finance & General Purposes Committee Meeting held on January 8<sup>th</sup> 2024 commencing at 7.30pm**

<b>Present:</b>	Cllr Scott (Chairman)	Cllr Hodsdon (Vice Chairman)
	Cllr Bingle	Cllr Casella
	Cllr Dorey	Cllr King
	Cllr Kipps	Cllr Pointer
	Cllr Stewart	Cllr Williams
	Cllr Wilson	
	Mrs J. Nagy (Clerk)	No members of the public

**Prior to the commencement of the meeting, it was agreed that Cllr Hodsdon would act as Vice Chair in the absence of Cllr Phillips, as per SO 3 q).**

#### **90 Public Question Time**

There were no members of the public present.

#### **91 Apologies**

Apologies were noted and accepted from Cllrs Bingle and Phillips.

#### **92 Declarations of Interest**

There were no Declarations at this point of the meeting.

#### **93 Minutes**

It was AGREED by all present that the Minutes of the General Purposes & Finance Committee meeting held on 27<sup>th</sup> November 2023 were a true and correct record.

#### **94 Chairman's Announcements**

The Chairman had no announcements.

#### **95 Correspondence List**

The Correspondence List was NOTED.

#### **96 Ongoing Financial Management**

Following to the resignation of the RFO, the Clerk referred to the actions that have been taken, which were NOTED.

With regard to changes to bank mandates, approval is required from Full Council. However, the Clerk asks for this Committee's agreement in principle in order to process the following:

- To remove the previous RFO from NatWest and Barclays mandates
- To bring all bank mandates in line with that agreed at the Annual Council meeting in May, that is
  - Barclays – Cllrs Coote, Dorey and Scott
  - Nat West – Cllrs Dorey, Lord and Scott
  - CCLA Public Sector Deposit Fund – Cllrs Dorey, Lord and Scott

It was agreed that the HR Committee would decide which additional member(s) of staff would be added to the bank mandates.

It was AGREED by all present that the Clerk would expedite opening a has an account with

Unity Bank to spread the financial risk.

As advised, the HR Committee will be meeting on 12<sup>th</sup> January to decide how best to cover the RFO role in future. However, the Locum RFO has suggested that payroll be outsourced; the Clerk is seeking quotes for this, which will be offset by the subscription charge for Sage. This would also solve the issue of not being able to migrate Sage to the cloud.

The Chairman suggested that Shape Payroll Services be considered.

Councillors NOTED this information.

Cllr Wilson asked about non-payment of Councillor allowances in December; the Clerk confirmed that these would be paid in January.

## **97 Accounts and Financial Matters**

### Ford Ranger Truck

The Clerk advised that the truck has been returned in an undrivable condition, due to problems with the clutch and two tyres. It is currently in the garage being repaired, but the cost is yet unknown. The repair to the front bumper is yet to be effected; the Clerk is in discussion with the insurance company.

Councillors NOTED this information.

## **98 Council Premises and Land**

### Peter Pan Playgroup

The Clerk met with the manager of the playgroup before Christmas, and the terms of the licence to occupy the small play area have been agreed.

Councillors NOTED this information.

### Tree at Allotment Site

The Clerk advised that she had authorised removal of a tree on the allotment site, as it was found to have died.

Councillors NOTED this information.

## **99 Matters for Consideration submitted by the Village Working Parties**

### Crawley Down Working Party

#### SUP foods in Crawley Down

The mobile coffee van operating on Council land in Crawley Down want to put in grasscrete-type paving at their expense.

This was AGREED on the proviso that the Grounds Supervisor should supervise the laying of the paving.

It was envisaged that the van would only be there on a temporary basis, and now it seems to be there more permanently, it was AGREED that the Council would offer it a licence to occupy land, at £120 a year. The Clerk will arrange this with the proprietors.

#### Bus Shelter in Crawley Down

The glass in the shelter has been damaged again; the CD Working Party has decided not to replace it, but to leave the windows empty.

Councillors NOTED this information.

The Clerk was asked to chase again the family of the young person who promised to pay for damage to the shelter last summer, as nothing has been received.

Copthorne Working Party

Copthorne Recreation Ground

The COF fund application for the play area on Copthorne Recreation Ground was refused as expected. However, detailed information as to how to improve a second bid was supplied, and this will be submitted by the end of January deadline.

A s106 application has been made for funding for the MUGA.

Planning permission for works on the Recreation Ground is imminent.

Councillors NOTED this information.

WSSC visit

Cllr Dorey is meeting with Ian Myhill from WSSC Active Communities on 17<sup>th</sup> January to walk around the village, identifying ongoing issues which could be funded by WSSC.

He will pass contact details to Cllr Scott to arrange a similar visit in Crawley Down.

**100 Consideration of items for discussion by the Village Working Parties**

There were no items submitted

**101 Date of the next meeting**

Monday, 5<sup>th</sup> February 2024

*Meeting closed at 8.05 pm.*

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_