

NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Finance Committee meeting on
Tuesday 12th February 2019 at 7pm in Harpford Village Hall, Harpford

ACTION by:

	<p>Present Cllrs. Burhop (Chair) Dalton, Jeffery, Tillotson and Walker Clerk. 0 members of the public. Meeting began at 7.00pm.</p>	
Public Forum	<p>Fire Regulations Outlined Public Questions No public questions or representations.</p>	
FC19/07	<p>Apologies for absence: Cllr. Zirker – conflicting engagement. Noted and approved</p>	
FC19/08	<p>Declarations of Interest made: All members present are, by definition, members of the NPPFF Trustee Board and declared their interests as such.</p>	
FC19/09	<p>To consider and, if thought fit, to approve the minutes of previous Finance Committee meeting 11th January 2019 as previously circulated to members. <i>Approval of minutes was proposed by Chair, seconded by Cllr. Walker. Resolved unanimously. Chair signed the minutes as a true and accurate record of that meeting.</i> Matters arising: <i>None.</i></p>	
FC19/10a	<p>Business to be considered: a) To consider quotations for cemetery wall repairs: Clerk apologised but no quotations had yet been received from contractors invited to tender for the works. Clerk will chase them (and is meeting another w/c 18th February). Matter was deferred to the next FC meeting.</p>	
FC19/10b	<p>b) To consider matters pertaining to DAAT Night Landing Site project – additional electrical equipment proposed: It was agreed that the NPPFF Trustee Board should consider this expenditure as the field was in their ownership and they would gain the benefit from any improvements in that respect. <i>Clerk: Please raise this matter at the next Trustee Board meeting convened.</i></p>	Clerk
FC19/10c	<p>c) To consider arrangements renewal of utilities at Council managed properties: Clerk had circulated a matrix of potential energy deals for the Surgery and WC buildings, renewal scheduled for 31/3/19. After discussion, <i>it was proposed by Chair, seconded by Cllr. Jeffery, that Council switch suppliers to British Gas for a fixed term period of 24months at the rates offered. This will yield a saving of approximately 19% over current costs. Resolved unanimously.</i> <i>Clerk: Please make the necessary arrangements to switch suppliers from the 1st April 2019.</i> <i>It was also noted that the decision of Council to install energy efficient heaters into the surgery building in 2017 had resulted in a drop in energy usage of nearly 35%, effectively repaying the costs of purchasing and installing the new heaters in full within 24months.</i></p>	Clerk

FC19/10d	<p>d) To consider Portable Appliance Testing proposal put forward by Cllr. Zirker:</p> <p>After lengthy discussion regarding PAT legislation and guidance from HSE etc, it was proposed by Chair, seconded by Cllr. Dalton, to continue as currently with 3rd party independent testing but to direct Clerk to prepare a list of all electrical equipment owned by the Council (including that in Clerk's home office) and to then liaise with the NPPFF to gather together details of their equipment and to then go out to tender for a qualified local electrical contractor to perform the necessary PA testing with their own equipment.</p> <p>Resolved unanimously.</p> <p>Clerk: Please note and action accordingly.</p> <p>Chair applauded the principle of the proposal and the potential long-term cost savings but felt that there was no-one independently qualified and suitably trained to undertake it within the Council.</p>	Clerk
FC19/10e	<p>e) To consider matters relating to s.106 funding agreements:</p> <p>Clerk reported that no agreements had been provided by EDDC despite repeated requests. Committee expressed its frustration at the unwarranted delays to these projects and ask Clerk to correspond with EDDC in the strongest terms (copying in the ward member) until matters progress.</p> <p>Clerk: Please note and action accordingly.</p> <p>Please add to next FC agenda.</p>	Clerk
FC19/10f	<p>f) To consider planning and preparation for 2019 community events within the parish:</p> <p>NPPFF user group has discussed events that could be held on the Playing Field. Two tentative dates for a summer event were 21/7 or 28/7. Cllr. Tillotson asked about the annual Firework display and Chair advised that he intended to step away from the organisation of that event for this year but would offer as much advice and support as he could.</p> <p>An event to celebrate the opening of the DAAT Night Landing Site facility was also suggested.</p> <p>It was agreed that Chair will provisionally book the 8th November 2019 for the Bonfire event and make arrangements with the fireworks provider.</p> <p>Cllr. Jeffery felt that any other arrangements should be left to the new Council after 2/5 as they may decide not to carry on with this event. Noted.</p> <p>Clerk: Please add to April FC agenda for updates etc.</p>	
FC19/11	<p>Matters considered as urgent by presiding Chair:</p> <p>Clerk outlined possibility of an AED cabinet becoming available for Harpford Hall, if monies could be raised for the defibrillator unit inside. Noted. It was also reported that CPR & AED events were being held in St. Luke's church on 16th March from 10am onwards.</p>	
FC19/12	<p>Date and time of next Finance Committee meeting;</p> <p>12th March 2019 – Harpford Hall – 7.00pm</p> <p>Clerk: please arrange meeting booking and agenda.</p>	Clerk
	<p>With no further business to consider, the Chair closed the meeting of the Finance Committee at 8.00pm.</p>	

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Signed as a true record of the meeting above:

Chairman: _____ Date: _____