

MALVERN WELLS PARISH COUNCIL

Minutes of the Meeting of the **Finance & General Purposes Committee** duly convened and held in Malvern wells Village Hall **on Thursday 11th July,2019** commencing **at 7.30pm.**

Attendance: Councillors N Chatten (Chairman), Mrs J Smethurst, M Dyde (membership of the Committee to be confirmed by Council)

In Attendance: Mr D M Taverner (Clerk and Responsible Finance Officer)

1 Apologies for absence: Cllr B Knibb, Mrs H Burrage

2 Declarations of Interest

a) Register of Interests: No changes were necessary to the schedule of Members interests which had been previously lodged with the District Council.

b) To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature: There were none.

C)Written requests from Councillors for a Dispensation (S33 of the Localism Act 2011) No such requests had been received.

3 Approval of the minutes of the meeting of the Committee held on 11th April 2019

The minutes of the meeting of the Committee held on 11th April,2019, having been previously circulated, were unanimously approved and signed by the Chairman as an accurate record of that meeting.

4 Matters Arising from the Minutes

There were none.

5 Bank reconciliation statement and budget monitoring at 30th June 2019

a) The Bank Reconciliation statement to 30th June 2019: The Clerk presented the figures contained in the previously circulated bank reconciliation which showed that the Council's total cash funds at 30th June 2019 comprised: -

Opening Cash Balance at 1 st April,2019	£ 197,769.26
Add receipts 2019/20 to 30th June	41,684.81
(less) Payments 2019/20 to 30 th June	(23,302.81)
Closing Cash Balance 30 th June 2019	216,151.26

Represented by cash deposits at 30th June,2019

National Westminster Bank

Current Account 100.00

Business Reserve Account 78,661.32

HSBC PLC

Current Account 25,122.23

3-month fixed deposit a/c 20721891 25,464.80

3-month fixed deposit a/c 90717738 30,795.60

Lloyds PLC

Current Account 7,006.87

Reserve Account 48,040.44

Total Cash held at 30th June,2019 £216,151.26

The level of funds within each of the Council's banks was continuing to be monitored to ensure that total cash held, with each bank, was spread adequately so as to mitigate any deposit risk. With effect from 1st February 2017 the Bank of

England's Deposit Guarantee scheme been extended to cover Parish Council deposits of up to £85k with individual banks covered by the scheme. Surplus funds were continuing to be invested at the most favourable rates offered by the Council's bankers. Members reviewed the individual bank statements presented for verification purposes.

6 Potential Amenity Land Purchase. The Clerk advised that he was in the process of engaging Kidwells Solicitors to assist with the potential purchase of the land of Hanley Road. The Council's tender bid needed to be sent in by the 19th July. In view of the proximity of the deadline for bids to be submitted an e-mail had been sent to all Councillors asking for their views on the level of the offer to be made. Council had previously agreed to submit an offer up to the level of the independent valuation (£70k) received plus 10%. **It was agreed** that a maximum bid of £76,500 should be presented to the vendors agents for their consideration.

7 Financial Regulations and Standing Orders the Clerk advised that he had undertaken the annual review of the Council' Standing Orders and Financial Regulations which appeared to be in line with the NALC models and were deemed fit for purpose.

It was agreed to **recommend to Council** that the Quorum for the Planning Committee should be revised to five members in an attempt to prevent the problems which had occurred at recent meetings which had to be declared inquorate.

8. Consideration of the registration of land in the Fruitlands area as an asset of community value

It was agreed that the Clerk should pursue the practicality of the registration of land at the bottom of Mulberry Drive and Cherry Tree Drive as an Asset of community Value and should look to secure the ownership/registration of the land with the land registry, for future use as a play area/community recreational space. Following discussion, it was agreed to **recommend to Council** that the Council should initially consider the erection of fencing to demarcate the area of land in question and begin the planning of low-key maintenance of the site, including an estimate of the likely costs involved. Costs would be contained within the overall 2019/2020 approved budget

The Clerk advised that he had already been liaising with the MHDC legal team regarding the land registration process and further meetings in this regard were due to be scheduled.

9 Wells News delivery.

Following the successful delivery of the neighbourhood plan questionnaire it was agreed that the same company should be used to deliver the summer edition of the Wells News magazines at the quoted price of £1,300. The effectiveness of his distribution service would be reviewed for future editions.

10 Banking mandates

The Clerk advised that, following the resignation of former Cllrs Simon Freeman, Nick Johnson and Malcolm Victory from the Council, changes would need to be made to the signatories appearing on the Council's Bank mandates.

It had been agreed that each member of the F & GP Committee should become a bank signatory and the Clerk was requested to facilitate the changes necessary following the approval of the council which had been given on 26th June

There being no other business the meeting closed at 8.40pm

Chairman-----

Dated 17th, October 2019

Summary of Recommendations to Council on 31st July,2019

R1 That the Quorum for the Planning Committee should be revised to five members in an attempt to prevent the problems which had occurred at recent meetings which had needed to be declared inquorate. This to be kept under review during the period until the 2020 review of Standing Orders.

R2 That the Council should support and pursue the registration of land at the bottom of Mulberry Drive and Cherry Tree Drive as an Asset of community Value and should look to secure the ownership/registration of the land with the Land Registry, for future use as a play area/community recreational space. Further it was agreed to recommend to Council that it should initially consider the erection of fencing to demarcate the area of land in question and begin the planning of low-key maintenance of the site. The costs of this exercise to be contained within the overall 2019/20 approved budget