



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Finance and General Purposes Committee Virtual Meeting held on Monday 13th December 2021

In accordance with current regulations no resolutions were made at this virtual meeting.

DRAFT MINUTES

Councillors present: Baker (Chair), Maskell, Schneider, Tucker

In attendance: Deane (Acting Clerk), Prince (Responsible Financial Officer RFO)

The meeting commenced at 7.03pm.

FGP.21.046 Apologies

Apologies had been received from Cllr Waller.

FGP.21.047 Declarations of Interest

There were no Declarations of Interest.

FGP.21.048 Review of Action List

The Clerk reported that she would progress PC197 Hampton Park Pavilion and FGP366 Longhedge Football Pitch in the new year. The RFO reported that he was still waiting for payment of land transfer invoices at Longhedge from Vistry.

PERS361 – Closed following agreed changes to Scheme of Delegation to Personnel and Communications and Community Engagement Committee.

FGP.21.049 Draft Agenda Full Council Meeting 20th December 2021

COVID - At present the majority of Councillors had indicated a preference to continue to meet in person. Staff will attend remotely to keep attendance in the room to a minimum. Councillors who are uncomfortable to attend in person can attend remotely.

Two non-urgent items will be deferred until January.

FGP.21.050 Debit Card Application.

The Committee supported the Acting Clerk applying for a Debit Card for the Parish Council account.

FGP.21.051 Budget 2022/23

The RFO had previously circulated draft figures for consideration of the 2022/23 budget.

It was agreed to reduce the draft budget for new Laptops to 2 for 2022/23.

Additional quotes for Public Open Space maintenance are being sought for new areas at Bishopdown.

There was an extended discussion about the use and level of the Asset Replacement Fund, and what funds should be allocated through the coming precept. The Clerk and RFO will look at producing a programme of projected works to be funded from the Asset Replacement Fund, with the Operations Officer.

The RFO reported that the total of unrestricted reserves is expected to have reduced by approximately £15K to £50K by the end of the current financial year.

Several different options were discussed regarding staff structure and the salaries budget for 2022/23. The committee agreed to support the proposed figure of £110,000.

The committee requested an amendment to the draft budget for grants be proposed, when presenting the draft budget to full council.

The committee agreed to ask for more detail following a request to increase the newsletter budget by £2,000 for cost of a review.

It was agreed the draft budget allocation for tree work should be sufficient to cover the essential works identified from the tree survey.

The meeting closed at 9.17pm.

NEXT MEETING. The next meeting of the Finance and General Purposes Committee will be held on Monday 7th February 2022 at the River Bourne Community Farm.