

All minutes are draft until ratified by the Committee at the next meeting

**Marchwood Parish Council**

Minutes of the meeting of the Policy & Resources Committee held at Marchwood Village Hall on Monday 29<sup>th</sup> April 2019 at 7.40pm.

Councillors: Mr D Hindle (Chairman) – in the Chair (P)  
Mrs A Hoare (P) Mr D Makinson (P)  
Mr K Petty (P) Mr M Saxby (P)  
Mr R Young (P)  
(P) Present (A) Absent

In attendance: Mr B Gibbs – Clerk to the Council

**Apologies**

1. All Councillors were present.

**Public Participation**

2. There were no members of the public present.

**Declarations of Interest**

3. No declarations of interest were made.

**Chairman's Report**

4. The Chairman said that this was the final meeting of the current Council. He thanked the office staff for all their support given to him and to the Committee. He then thanked all councillors past and present for their contribution to the work of the Committee. He concluded his report by expressing good luck to all those councillors who have chosen to stand down at this time.

**Minutes of the previous meeting**

5. **RESOLVED:** To confirm the minutes of the meeting held on 11<sup>th</sup> February 2019 as a true record.

**The Handy Trust**

6. The Clerk referred everyone to Appendix A of the agenda papers that provides some background information about the current arrangements between the Parish Council and the Handy Trust. A Service Level Agreement (SLA) outlining the Trust's obligation to provide a community youth working in Marchwood has recently expired and the Trust is hoping that a new SLA can be agreed and signed. The following points were made in the discussion that followed.
  - Three invoices have been received by the Parish Office recently. All three are for differing amounts.
  - The value of the first two invoices exceeds the budget allocation for the provision of a Community Youth Worker.

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- It is not clear if any discussion has taken place at the Trust prior to the despatch of the invoices concerning the figure the Parish Council would be charged.
- The third invoice presented to the Parish Council was for 25% of the agreed budget allocated in the 2019-20 Accounts and was for a three-month period only.
- The Clerk said that the Committee should consider this invoice favourably and he recommended that it should be paid so that the current service can be maintained until the opportunity to agree a new SLA arises.
- Cllrs Young, Makinson and Hoare said that they supported this suggestion.
- Cllrs Young and Petty said that it was for the Full Council to negotiate a new SLA with the Handy Trust and that this process should be a priority for the new Council.
- Cllr Petty asked for credit notes to be issued to offset the value of the first two invoices.

**RESOLVED:** The Parish Council will pay the Handy Trust's invoice dated 15<sup>th</sup> April 2019 to the value of £2,600. This is to cover the period April to June 2019.

### **Orders for Payment April 2019**

7. **RESOLVED:** The Parish Council approved the Orders for Payment that were outstanding up to the date of the meeting

The Clerk referred members to Appendix B in their briefing pack.

### **Income & Expenditure as at 28th February 2019.**

8. **RESOLVED:** The Parish Council noted the Income & Expenditure Report as at 28th February 2019.

The Clerk referred members to Appendix C in their briefing pack that showed the summary of the Income and Expenditure (by Cost Centre) up to the 28th February 2019.

### **Income & Expenditure against budget as at 28th February 2019.**

9. **RESOLVED:** The Parish Council noted the Income & Expenditure Report against Budget as at 28th February 2019.

The Clerk referred members to Appendix D in their briefing pack that showed the Income and Expenditure up to the 28th February 2019.

### **Balance Sheet as at 28th February 2019.**

10. **RESOLVED:** The Parish Council noted the Balance Sheet report as at 28th February 2019.

Members were told that the Balance Sheet up to the 28th February 2019 was Appendix E in their briefing pack.

### **Bank Reconciliations as at 28th February 2019.**

11. **RESOLVED:** The Parish Council noted the Parish Council's Bank Reconciliations as at 28th February 2019.

The Clerk gave a brief explanation of the purpose of the monthly reconciliations as well as an explanation of what each account held and each individual account's purpose.

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Members were told that the Bank Reconciliations up to the 28th February 2019 was Appendix F in their briefing pack.

**Exempt Business**

12. **RESOLVED:** in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personnel or confidential matters where publicity might be prejudicial to the special nature of the business.

There being no further business the meeting closed at 8.39pm.