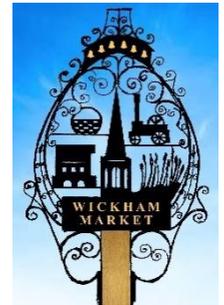


# WICKHAM MARKET PARISH COUNCIL

CHAIR: IVOR FRENCH

## FINANCE & GENERAL PURPOSE COMMITTEE

CHAIR: DAVID CHENERY



**MINUTES** of the meeting of Wickham Market Parish Council Finance & General Purpose Committee held on Monday 4 July 2022 at 19:00

- 1 **Present from the Council** Cllr Chenery (Chair)  
Cllr French  
Cllr Cooke  
Cllr Dempsey-Gray  
A. Besly (Clerk)
- 2 **Present from the Public** None
- 3 **Open Public Forum session** None
- 4 **Apologies for Absence:** None
- 5 **Declarations of Interest:** None
- 6 **Approve the draft minutes** of the F&GP Meeting of 7 March 2022  
Draft minutes of 7 March 2022 were approved as a correct record: **All Agreed**
- 7 **Review and decision on grant applications 2021/22**
  - 7.1 **Disability Advice Service** – Circulated. A grant of £250 was proposed. **All Agreed**
  - 7.2 **WM Village Hall** – Circulated request for £4,459.75.  
After some discussion it was proposed that a grant of £2,393 be approved to cover Insurance and Grounds Maintenance. **All Agreed**. It was considered that waste disposal was an operating cost and that asbestos work is part of the village hall renovation for which there are funds available.  
It was further proposed that as the grant is higher than the small grants limit of £500, the grant approved should be conditional on the submission of the accounts for Y/E 30 September 2021 to the parish council. **All Agreed**. *[post meeting note: these are due to the Charities Commission by 30 July 2022]*  
It was proposed that WMPC should require more accounting information for grant requests above £500. **All Agreed**. **Action: Clerk** to amend grant application form
- 8 **Review asset register** to recommend approval by the full Council  
The Asset register has not been updated as the Clerk has no further information. It was suggested that Cllr Jenkinson may have more detail. Clerk to follow up
- 9 **Review GDPR Policy** to recommend approval by the full council  
The policy is a standard template from NALC. It has been circulated and reviewed. It was proposed that it should be recommended for approval to the full council. **All Agreed**
- 10 **Review of Working Groups and Representatives** to recommend approval by the full council  
The document was reviewed and it was proposed that it should be recommended for approval to the full council. **All Agreed**
- 11 **Approve 50% prepayment** for Car Park repair contractors of £4,375 plus VAT  
It was proposed that this payment should be authorised for payment on request from the contractor. **All Agreed**
- 12 **Consider a proposal to delegate authority to the Clerk to respond to non-contentious planning applications** (non-contentions meaning that the members of the planning committee do not feel a meeting is necessary) It was proposed that it should be recommended for approval to the full council. **All Agreed**
- 13 **Finance update**. The finance report had been circulated. The Clerk highlighted the potential return of a Neighbourhood Plan Grant and the action taken to secure the PayPal account. There were no questions
- 14 **Payments Schedule**. A redacted version of the payments schedule has been published. The Clerk will circulate the full version as part of the Finance report for the full council meeting on 18 July
- 15 **Reporting items for the next meeting**. There were a number of suggestions to be included in future  
A newsletter or sheet to be sent to every household from the PC either quarterly or bimonthly after the full council meeting. This should showcase the work the Council is doing. **For Full Council agenda**  
Purchase of adult outside gym equipment for the Pightle which separates it from the children's and youth's areas and is situated near the health centre. **For the E&L Committee agenda**  
Prepare a plan with objectives to agree what the spending priorities are for short and medium term – 2 to 5 years. Look at Neighbourhood Plan to see what the Paris wanted. **For Full Council agenda**
- 16 **Date of next meeting:** Monday 5 September 2022

Signed.

Cllr David Chenery, Chair.

Date.

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