**Minutes of the Finance & General Purpose Committee meeting held on**

**Monday 3rd June 2019 at 7:00pm in Wickham Market Village Hall,**

**Committee Room**

**Present**: Cllr David Chenery Cllr Robin Cooke

 Cllr Alan Biddle Cllr Dick Jenkinson

 Cllr Fiona Parker

**Officers in Attendance:**

Jo Peters, Clerk to the Council

Linda Merriam, Cemetery Clerk

1. **Election of Chairman**

Cllr Jenkinson asked for nominations for Chairman. Cllr Biddle volunteered to take on this role. **All in Favour**. **Cllr Biddle was duly elected as Chairman.**

1. **To receive Apologies for Absence**

There were none.

1. **To receive Declarations of Interest**

There were none.

1. **To consider an increase in the Cemetery Fees as recommended by the Environment & Leisure Committee**

The Chairman gave details regarding a paper that had been circulated by the Clerk prior to the meeting. The Chairman asked Linda Merriam, Cemetery Clerk to comment. Linda stated she felt the proposed increase was a bit high to which she gave details. Cllr Chenery provided information regarding income and expenditure in respect of the cemetery and how the E & L Committee had come to agree the proposed increase. He also provided details in comparison with other local cemeteries. Cllr Jenkinson stated the cemetery needed to break even within a 3-year period to which Cllr Chenery provided clarification. The Chairman stated he agreed with these proposals and felt a yearly review should be carried out.

There was a discussion regarding fees for the body of a still-born child and Linda Merriam suggested this increase could be 50% instead of 100%. Cllr Jenkinson proposed the fee for a still born child should remain at £158.00, Seconded by Cllr

Cooke. **RESOLVED.**

**RESOLUTION that the schedule of cemetery fees as attached to these minutes be Adopted with immediate effect. RESOLVED.**

1. **To consider and approve Grant Application Forms**

A copy of these forms had been circulated to all Committee members prior to the meeting. The Chairman gave details regarding the forms that had been compiled by the Clerk and it was **RESOLVED** that the Capital and Revenue Grant application forms be **Approved** for future use.

**Action – Clerk to put Grant Application Forms onto website.**

**Action – Clerk to send a copy of the Grant Application Form to organisations that grants were given to during the last financial year.**

1. **To consider a Capital Grant funding application from Wickham Market Parochial Church Council towards urgent repairs needed to the East wall of the Church**

Cllr Jenkinson provided details regarding grants given in the past and stated that in his view this is a project the Parish Council should look to support and contribute towards. There was a brief discussion and it was felt the funding request was a little high.

**RESOLVED** **that a grant of £1000.00 be awarded to All Saints Church in respect of the repairs to the East Wall.**

1. **Public Forum**

The member of the public present asked why the minutes of the informal Finance & General Purpose Committee meeting held on 7.1.19 were not on the website to which the Chairman provided clarification. Cllr Parker asked to be provided with a copy of the note sent by the Chairman prior to the January Council meeting in respect of this meeting.

The member of the public raised concerns regarding the amount of funding just Approved and asked why forthcoming spending for revenue and capital grants had not been included within the agenda for this meeting. The Chairman and Cllr Jenkinson provided clarification and the Chairman stated this matter would be an agenda item at the July Committee meeting. Cllr Parker stated she felt the agenda for this meeting was inappropriate and asked for all papers to be sent out with the agenda going forward.

The member of the public raised concerns regarding figures given at the January Parish Council meeting in respect of grant funding given to Wickham Market Village Hall New Build Group to which the Chairman, Clerk/RFO and Cllr Jenkinson provided clarification. The member of the public stated he felt the precept needed to raise adequately each year and advised he had previously suggested some ideas to the Clerk in respect of this matter**. Action Clerk to circulate documents to all Committee members.**

The Chairman gave details regarding items for the next agenda. Cllr Parker asked if the accounts could go onto the website. Cllr Jenkinson stated that no Councillors had come forward to assist the Clerk as Webmaster and this task is currently time consuming for the Clerk.

The Chairman thanked the member of the public for his comments.

1. **Dates of next meetings**

The next meetings of the Finance & General Purpose Committee will be held on Monday 1st July & Monday 2nd September 2019 at 7:00pm in Wickham Market Village Hall, Committee Room.

**Action – Clerk to book Village Hall for November, January and March 2020 meetings.**

There being no further discussion or comments from the member of the public present the Chairman formally closed the meeting at 7:55pm

Signed………………………………………., Chairman Dated…………………..................