



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr A S R GROVES
CLERK

Tel: 01428 722988

Fax: 01428 727335

e-mail : council@bramshottandliphook-pc.gov.uk

THE PARISH OFFICE
HASKELL CENTRE
MIDHURST ROAD
LIPHOOK
HAMPSHIRE GU30 7TN

A MEETING OF THE FINANCE & POLICY COMMITTEE TOOK PLACE AT 8.00PM IN THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK ON MONDAY 8 FEBRUARY 2010.

MINUTES

PRESENT WERE: Cllr J Austin-Olsen (Chairman), Cllr Mrs A James, Cllr P Jordan & Cllr J Tough.

10/10 CHAIRMAN'S ANNOUNCEMENTS

The Chairman asked those present to switch off mobile phones & pointed out the fire exits.

11/10 APOLOGIES FOR ABSENCE

Cllr N Newman.

12/10 MINUTES OF MEETING HELD ON MONDAY 18 JANUARY 2010

Cllr Mrs James asked that the minute numbers be changed as the meeting took place in the new year. The minutes were confirmed & signed as being a true record of the meeting, subject to the minute numbers being changed.

13/10 MATTERS ARISING FROM THE MINUTES

There were none.

14/10 DECLARATIONS OF INTEREST

The Chairman read out the Declaration & asked whether members had any interests to declare. No declarations were made.

15/10 PUBLIC PARTICIPATION SESSION

Public Questions (items not on the agenda). None.

Members'/Public Participation (Code of Conduct, Paragraph 12 (2)). None.

Public Participation. None.

16/10 FINANCIAL MATTERS

The Chairman proposed that the transfers, as specified in the agenda, were made. This was seconded by Cllr Tough & a vote was taken (For: 4; Against: 0; Abstentions 0).

Decision: Agreed.

Cllr Jordan proposed that the accrual for the audit fees be agreed, seconded by Cllr Tough. A vote was taken (For: 4; Against: 0; Abstentions 0).

Decision: Agreed.

The Chairman would liaise with the RFO to possibly providing quarterly updates on the variants between expectations & budget accrual, & a method to achieve this.

17/10 MEETING - CHANGE OF DATE

The Chairman proposed that the date of the next F & P meeting should be moved to either 6 or 12 April 2010. This was seconded by Cllr Tough & a vote was taken (For: 4; Against: 0; Abstentions 0).

Decision: Agreed.

18/10 EXCLUSION OF MEMBERS OF THE PUBLIC & PRESS

The Motion: “This Council resolves to exclude members of the public & press for Item 8 as it is likely that there would be disclosure to them of exempt information as specified in Schedule 12A (as amended) of the Local Government Act 1972.”

The Chairman proposed the motion, which was seconded by Cllr Tough. A vote was taken (For: 4; Against: 0; Abstentions 0)

Resolution: Agreed.

ITEMS CLASSIFIED AS EXEMPT

19/10 EMPLOYMENT MATTERS

Deputy Clerk position

Members discussed the selection process for the Deputy Clerk position. It was felt that all councillors would be invited to comment on the responses from the applicants for the position of Deputy Clerk, & a Selection Panel, comprising three councillors, would finalise the method of ‘sifting’ the applications & deciding the interview process. The Chairman proposed that it should be agreed that all councillors should be invited to comment on the applicants by noon on 18 February, that the Selection Panel would comprise Cllrs Austin-Olsen, Jordan & Tough (with Cllr Mrs James as a reserve), that the Panel would be delegated to decide the selection process & select the applicants for interview on Saturday 27 February. This was seconded by Cllr Tough & a vote was taken (For: 4; Against: 0; Abstentions 0).

Decision: Agreed.

Temporary afternoon cover for Parish Office

The Chairman reported that Mrs Ann Haussauer would be available to cover this position.

Cllr Jordan left the meeting.

The Chairman proposed that Mrs Ann Haussauer be asked to take up this position to ensure that the Information Office would be open to the public between 2pm - 4pm. This was seconded by Cllr Mrs James & a vote was taken (For: 3; Against: 0; Abstentions 0).

Decision: Agreed.

CONCLUSIONS

This concluded the business of the meeting & the meeting closed at 9.05pm.

Confirmed at the meeting held on 6 April 2010.

Signed
Presiding Chairman