

# SHERE PARISH COUNCIL

*Serving the villages of Gomshall,  
Holmbury St. Mary, Peaslake, Shere  
and a large part of Abinger Hammer*

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## MINUTES OF THE FINANCE COMMITTEE MEETING held at 8.15 P.M. on Thursday 9<sup>th</sup> February 2012 in Tanyard Hall, Gomshall

**Present:** R. Newman (Chairman), R. Andrews, R. Davey, R. Smith, J. Tenner, M. Urban, the Clerk/Responsible Financial Officer Mrs. L. Childs and Councillor B. Cohen as a member of the public.

**Apologies for absence** were submitted on behalf of Councillors D. Hall & S. Nielson.

**Declarations of Interest** on any of the items on the agenda: - Mr. R. Newman declared a prejudicial interest in the consideration of a grant to Shere Bowling Club (he is a member) and left the room whilst this matter was being discussed.

**Short adjournment for the Public** to address the Council regarding any matter on the agenda – no matters were raised.

**Financial position for the year 2011/12** – the Committee **RECEIVED AND ACCEPTED** a bank reconciliation as at 31<sup>st</sup> January 2012, a budget update as at the same date and a list of the earmarked reserves totalling £90,520.01. The General Reserve balance stands at £40,341. The Committee **RECOMMEND ACCEPTANCE** by the full Council.

Further expenditure for the year 2011/12 was considered and it is **RECOMMENDED** that £2,500 be deducted from the General Reserves and transferred to the Shere Swimming Pool drainage work earmarked account. It is further **RECOMMENDED** that a quotation of £5,450 be **ACCEPTED** from G. Rapley for the drainage work, infilling and grass seeding of the field (Open Spaces Act (Occupiers' Liability Act 1875) – the project work itself has already been sanctioned by the Council.

**Consideration of additional requests from local organisations** for financial assistance for the year 2012/13.

Three Grant Aid application forms had been received. The following **RECOMMENDATIONS** are made by the Finance Committee:

Peaslake Village Hall - £1,000 donation to be made towards the cost of repairs  
Holmbury Village Hall - £1,730 donation for renovation work to the floor  
Shere Bowling Club – donation of £270 towards drainage matting  
(Expenditure power – 3 x Local Government (Miscellaneous Provisions) Act 1976 s. 19).

**Consideration of any further expenditure 2012/13**

**RECOMMENDED** that £500 per annum be paid to Shere Village Hall towards the heating costs of the new meeting room/library (Local Gov. (Misc. Provisions) Act 1976 s.19/Local Gov. Act 1972 s. 111).

**RECOMMENDED** that an increased subscription of £871 (budget figure £833) be made to the Society of Local Council Clerks/National Association of Local Councils (Local Gov. Act 1972 s. 111).

The Finance Committee **NOTED** that grant aid requests must be submitted to Guildford Borough Council by June 2012 for the financial year 2013/14.

The Code of Recommended Practice for Local Authorities on Data Transparency – the Committee **NOTED** this Code which applies to parish councils with a gross annual income or expenditure (whichever is the higher) of £200,000. It is not anticipated that this will apply to Shere Parish Council this year although income may be just under this level.

### **Exclusion of the Public and Press (Admission to meetings Act 1960)**

The Council considered tenders for:

Cleaning/Caretaking Contract for the Old Fire Station, Shere – Two tenders received.  
**RECOMMENDATION** that the tender from B. Hilsdon be accepted.

Weekly Parish Maintenance contract – Five tenders received.

**RECOMMENDATION** that the tender from B. Hilsdon be accepted. Should B. Hilsdon decide to retire before the end of 3 years then it is **RECOMMENDED** that the contract be offered to G. Rapley at the price quoted in his tender.

Grass Cutting and larger Parish maintenance work – that the tender from G. Rapley be accepted. Tender prices detailed in the confidential Minutes.

Staff salaries – it is **RECOMMENDED** that staff salaries and the associated PAYE and superannuation payments are paid in advance of the due date of 31<sup>st</sup> March 2012.

**Date of next meeting: 26<sup>th</sup> September 2012. However an earlier meeting may be arranged to consider grant aid requests.**