

CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE FINANCE STAFFING AND BUILDINGS COMMITTEE
HELD ON MONDAY 24TH SEPTEMBER 2018 AT 7.30PM
AT CHORLEY BUSINESS CENTRE, EUXTON

PRESENT: Councillor P Gabbott (Chairman)
Councillor C Billouin
Councillor G Charlesworth
Councillor M Clifford
Councillor S Fenn
Councillor R Ormston

IN ATTENDANCE: Mrs TD Morris (Clerk)

18.11 APPOINTMENT OF CHAIRMAN

Nominations were sought for the appointment of the Chairman of the Finance Committee. After due consideration Councillor P Gabbott was elected Chairman until the meeting after the May election 2019.

18.12 APOLOGIES

It was noted that Councillors C Bromilow and M Mayson were absent from the meeting.

DECLARATION OF INTEREST

There were no declarations of interest.

18.13 TO APPROVE THE MINUTES OF THE MEETING HELD ON 8th JANUARY 2018

It was **RESOLVED** to approve the minutes of the meeting held on 8th January 2018 which were duly signed by the Chairman.

18.14 MATTERS ARISING

There were no matters arising.

ACTION

18.15 ANNUAL REVIEW OF TERMS OF REFERENCE

The committee had been provided with the Terms of Reference for their scrutiny.

It was RESOLVED that the Terms of Reference remain unchanged. This would be tabled for acceptance at the next full council meeting.

Clerk/FPC

18.16 CHRISTMAS TREE PURCHASE

Councillor M Clifford informed the members that due to adverse conditions this Summer Christmas Tree suppliers had increased the costs of their stock. The Committee discussed various options that could be available.

It was proposed that the Finance Committee agree to extend the budgeted amount from £1000 to £1750 to counteract the increased price of the larger Christmas Trees.

It was AGREED that an extra £750 be placed in the budget for the Christmas Tree to alleviate the increased cost of the Christmas Trees caused by the adverse weather during the Summer.

18.17 SPID CAMERA

Councillor M Clifford reported that he and Councillor M Gallagher had received SpID training during the Summer and the SpID camera that the council owned had been deployed around the parish.

It was noted that a 'clever' SpID had become available to purchase from a neighbouring parish council at a cost of £500.00. This SpID would collect data which could then be used to inform the council about drivers habits and highlight any speeding hotspots. However, another council had stated that they were interested in buying the camera.

It was AGREED that if the SpID camera becomes available that the parish council would purchase this camera at a cost of £500.00.

MC/Clerk

18.18 INTERPRETATION BOARD BACK LANE WOODS

Councillor R Ormston proposed that £750.00 be budgeted for interpretation board which had been approved at the last Full parish council meeting.

It was AGREED that £750.00 be budgeted for an interpretation board which would be designed by the Environment Committee.

18.19 UPDATE ON ACCOUNTS

Bank Reconciliation

The clerk stated that she and Councillor C Bromilow were in the process of finalising the accounts for the first quarter.

It was noted that the parish council had £204,764.13 as of September 2018 and had spent around £131,343.22.

It was requested that once the reconciliation was finalised that this would be circulated to the committee members.

Clerk

18.20 CIL UPDATE

It was reported that Chorley had advised that some £300,000 would be allocated to the parish council in two instalments in October 2018 and February 2019. The clerk would advise when the funds would be made available to the parish.

STAFFING REVIEW

The clerk informed the committee that the Project Officer had been in post for 6 months and that it would be timely to have a review.

It was AGREED that the review be deferred to the Management Committee which would arrange for the meeting to take place with the Project Officer at a mutually convenient date and report back in due course.

MGT

18.21 CONFIDENTIAL ITEMS

No Item was deemed confidential.

18.22 DATE OF NEXT MEETING

The date of the next FSB meeting was agreed to be held on Monday 12th November 2018 at 7.00pm at Chorley Business Centre.