CHALFONT ST. GILES PARISH COUNCIL

A meeting of the Finance and General Purposes Committee was held at 8.00pm on Monday 22 February 2021. The meeting was held virtually in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

**Present:** Councillor R Gill (Chairman), Councillor G Kirkby, Councillor P Lea-Wilson, Councillor N Sabba and the Clerk.

**Public Forum.** None.

1. **Apologies for absence.** Councillor G Patrick, Councillor J Ryman
2. **Minutes of the meeting held on 25 January 2020 report 04/21:** Agreed.
3. **Declarations of Interest:** None.
4. **Clerks notes:** Noted.
5. **Correspondence:** N/A
6. **Correspondence received after the circulation of the agenda:** Notification from Buckinghamshire Council that they will no longer be providing payroll services for the Parish Council. Other payroll providers are being sought with a view to beginning in April 2021.
7. **Current Matters:**
	1. **To discuss updates to the sports club leases:** CouncillorsSebba and Kirkby had examined the leases for the four sports clubs at the recreation ground and have found that there are several common features. It was proposed that the new leases follow a common format with similar terms for all. The draft heads of terms to be agreed with the clubs. A survey of the properties by a property surveyor to give snapshot of the buildings at the beginning of the new lease to sit alongside a schedule of conditions and repairs. Quotes to provided individual utilities meters to be sought. Also, if required an energy efficiency survey to be carried out. This was agreed with Councillor Sebba to take this forward.
	2. **To update on CIL payments due in April 2021:** Buckinghamshire Council have sent notification of the first CIL payment which will be paid to the Parish Council at the end of April 2021. This money needs to be accounted for separately from the precept and spent over the next 5 years on infrastructure projects.
	3. **To update the investment strategy:** Interest from the one-year bond at the Hampshire Trust Bank had been received. It was agreed to take out a new one-year bond with the Hampshire Trust Bank. It was agreed to open a new account with the CCLA Public sector deposit fund for £85,000.
	4. **To agree the updates to the model publication scheme:** The model publication scheme amendments were updated and the documentation will be added to the new website.
	5. **To update the draft five-year plan:** A working party to look at the structure of a five plan. The clerk to circulate some five-year plans from other councils.
	6. **To discuss taking part in the local council’s awards scheme:** It was agreed to aim for gold in the Local Council Awards Scheme. To aim to put all the policies and documentation in place for an application date of September 2021.
8. **Accounts January 2021:** Accounts were circulated and agreed.
9. **Items for future agendas:** Assets and risks
10. **Date of next meeting:** Monday 22 March 2021 at 8pm

Meeting closed 9.30pm

**These minutes are a true record of the meeting. Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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