

PETWORTH TOWN COUNCIL

A MEETING OF THE GENERAL PURPOSES AND FINANCE COMMITTEE WAS HELD ON TUESDAY 2ND JULY 2013 IN THE TOWN COUNCIL OFFICE AT 7.00 PM

PRESENT: Mr B Walsh (Chairman) Mr K Lintill,
Mrs J Fynes, Mr Kemp, Dr R Pawsey,
and Mrs A Simmons.

CLERK: Mrs J Huggett.

1. There were no apologies.

2. DECLARATIONS OF INTEREST

Mrs Fynes and Mrs Simmons, as Trustees of the Leconfield Hall, declared an interest in Item 9, Grants.

3. ELECTION OF CHAIRMAN

Mr Walsh was proposed by Mrs Fynes, seconded by Mrs Simmons. As he was willing to stand and there were no other nominations, on a vote, he was unanimously elected.

Mr Walsh took the chair and thanked Councillors for electing him.

4. ELECTION OF VICE-CHAIRMAN

Mr Kemp was proposed by Dr Pawsey. Mrs Fynes was proposed by Mrs Simmons. There was no seconder for Mr Kemp, but Mr Walsh seconded Mrs Fynes' nomination. On a vote Mrs Fynes was unanimously elected.

5. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on Tuesday 7th May, having been circulated and passed at the Annual Council meeting on Thursday 16th May, were signed.

6. MATTERS ARISING

There were no matters arising.

7. CURRENT FINANCIAL SITUATION

The Clerk circulated copies of the Current financial situation to 30th June and said very little had changed since the statement circulated at the June Council meeting.

Hanging Baskets and Town Plants: Mr Kemp asked for details of these categories. The Clerk said Hanging Baskets covers the cost of the baskets and

the watering, the Town Plants are provided by Mrs Bradley for the tubs on the War Memorial.

Brought Forward 30.06.13	Current	404.96	
	Deposit	<u>38,489.08</u>	39,894.04

8. BUDGET 2013/2014

The Clerk circulated copies of the budget for 2013/2014 as agreed by the Council. Mr Walsh said that there are no Business Rates, £780, payable this year, and there has been no call for an election, £3,000. He suggested that these two items be deleted from the budget and the money re-allocated. The items to be considered are the salary for an Assistant to the Clerk, and account for the Welldiggers Signs, £853.84, has now been received. During the discussion that followed Dr Pawsey said she thought a separate heading should be allocated for Training. After discussion it was agreed that training should come out of Contingency. It was agreed to allocate £2,000, 7 months salary, to the Assistant Clerk, the remaining £1,780 to Contingency. This was proposed by Mr Walsh, seconded by Mrs Simmons and carried unanimously. Mr Walsh will put this to full Council on 18th July for ratification.

9. GRANTS

Mr Walsh said two requests have been received.

Mrs Fynes and Mrs Simmons, having declared an interest in the following application, took no part in the discussion. Mr Lintill, also a Trustee, declared an interest and likewise took no part.

Leconfield Hall: The Leconfield Hall has asked for £491.96 towards the cost of black drapes for the stage. This was agreed.

Chichester Access Group: The Clerk had circulated copies of the Chichester and Midhurst booklets produced by the Access Group, they are planning to produce a similar one for Petworth and have asked for £1,000 towards the cost. Mrs Fynes didn't like it, several places are no longer operating and she questioned to whom and where it was circulated and where it can be seen. Dr Pawsey thought it was a good idea but more should be known before any grant is given. It was agreed that no grant be given at the present time. The Clerk to write asking for further information.

10. TO CONSIDER OTHER ITEMS AT THE CHAIRMAN'S DISCRETION

Notice Board in Car Park: Mrs Fynes said that better use should be made of the large notice board in the car park opposite the toilets which was originally owned by the District Council. One of the problems is that it placed too high, one has to look up to see the top. Dr Pawsey agreed with Mrs Fynes that the board is very high and needs lowering. Mr Kemp said the PBA are proposing to put a large map of the town in it.

War Memorial: Mrs Fynes said it was mentioned at a recent Council meeting that the War Memorial should have a clean up for next year's commemoration of the 100 years from the 1st World War. Mr Lintill said the back wall behind the memorial is in need of repair, but that is not this council's responsibility,

he wasn't sure about the ownership of the War Memorial. The Clerk to investigate.

Church Clock: The Clerk circulated copies of a request she had received from St Mary's church about the church clock which needs adjusting almost every other week. They have asked that the Council give consideration to auto-regulation of the clock which could cost in the region of £2,800 - £3,400. This is something to think about for the next year. A short discussion followed, it was explained that the Parish Council, as it then was, had taken over responsibly for the maintenance of the clock.

11. ACCOUNTS PAID 1ST MAY TO 30TH JUNE 2013

Leconfield Hall	25.00	Contract - Bus Shelter
CDC	500.00	Farmers' Market
Time Talk	16.28	Office Phone - May
PPC	60.00	Allotments Maint - Leaking Tap
WSCC	803.28	Street Lighting
Coultershaw Trust	500.00	Grants
CAB	200.00	Grants
Victim Support	100.00	Grants
4SIGHT	270.00	Grants
Community Mini Bus	500.00	Grants
Petworth Festival	400.00	Grants
Hennings	36.05	Wine, etc. - Annual Meetings
St Mary's PCC	322.00	Grants
Parkfield Retail	28.60	Rosemary Gardens Maintenance
Naldretts Garden Services	497.50	Maintenance Contract - May
Mrs J Huggett	488.85	Salary, Expenses, Postage - May
Barnsfield Nurseries	789.00	Hanging Baskets
Time Talk	18.82	Office Phone - Jun
Public Clocks	138.00	Church Clock
Johnston Publishing	301.20	Advertisement - Assistant Clerk
Hampers Green Centre	36.00	Hall Hire - Annual Meetings
Viking	78.42	Stationery
Zurich	1,763.23	Insurance
CDC	1,560.00	Office Rent
Flude	772.20	Service Charge
Kent County Council	50.97	Photocopier
Mr M Penfold	225.00	Internal Audit - 9 months
Mr R Smith	75.00	Internal Audit - 3 months
BT	1.00	Grove Lane Phone Box
Leconfield Estates	7.72	Rent - Manorial Waste
Parkfield Retail	82.51	R Gdens Maint/Hanging Baskets
SLCC	60.00	Course - Cllr Kemp
Bexley Printers	135.60	Note Paper
Naldretts Garden Services	497.50	Maintenance Contract - Jun
Mrs J Huggett	518.61	Salary, Expenses, Postage - Jun

There being no further business the meeting closed at 8.25 pm.