



Fair Oak & Horton Heath Parish Council

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL

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**Minutes of the FINANCE COMMITTEE meeting
held on Monday 25 November 2019 at 7.00 pm
at 2 Knowle Park Lane, Fair Oak**

P – present, Ab – absent, Ap – apologies.

P	Cllr Barrett	P	Cllr McGuinness
Ap	Cllr Couldrey	P	Cllr Spearey
P	Cllr Douglas (in the Chair)	P	Cllr Tennent
P	Cllr Higby		Vacancy

Officers in attendance: Ms M Stephens, Clerk & Mrs J Cahill, Responsible Finance Officer

PUBLIC PARTICIPATION

No members of the public were present.

16 DECLARATIONS OF INTEREST

No declarations of interest were made by members in connection with an agenda item.

17 MINUTES (PAPER A)

RESOLVED:

That the minutes of meeting held on 28 October 2019 be confirmed as a correct record.

18 DRAFT BUDGET 2020/21 (REPORT B)

The Committee considered the 2020/21 draft budget as set out in Appendix 1 to Report B to the Committee.

Members were informed that the net budget saving highlighted in paragraph 4.1 of Report B would reduce due to the increase in the music licence fees for both community centres and to account for a 3% rise in salaries which had not been applied when drafting the budget.

Members agreed that the identified savings should be allocated to the Meadowsweet Way Play Area which required improvements works.

Members supported the reduction in the budget codes where there had been historical underspends and supported the budget increases as highlighted in paragraph 6.1 table 2 to Report B.

The Committee requested further information on the human resources and health and safety support services contract as well as the water fountain project. However, these were supported as new budget requests.

Members discussed the seasonal cricket fee following representation from Fair Oak Cricket Club and agreed that a reduction from £3,000 to £2,500 be applied in next

years' budget following the reduction in the matches played this season. However, this fee would be reviewed on an annual basis.

Members supported the suggested that £30,000 of the ear marked reserves currently allocated to the Parish Office be transferred to the Horton Heath reserve to support the play area improvement project.

RECOMMENDED:

That following the amendments as highlighted above, the budget set out in Appendix 1 to Report B be approved by Full Council.

19 WORK PROGRAMME (REPORT C)

RESOLVED:

That the work programme be approved.

20 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

“That, under Section 1(2) of the Public Bodies Admissions to Meetings Act 1960, the public and the Press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information which would be prejudicial to the public interest by reason of its confidential nature (staffing matter)”

21 STAFF MATTERS

Members considered proposals for salary adjustments as well as adjustments to current working hours and an additional post.

The Committee supported the proposals for submission in the 2020/21 budget.

Members also discussed and supported outsourcing the Groundstaff for small scale works in other parishes in order to general an income stream.

Signed Chairman