

**STOKE MANDEVILLE PARISH COUNCIL**

*Clerk: Mr Tony Skeggs*

*Telephone: (01296) 613888*

**Minutes of the meeting of the Governance and Resources Committee held at the Community Centre,  
Eskdale Road, Stoke Mandeville on Tuesday 28<sup>th</sup> November 2017**

**PRESENT:** Committee members - Cllrs D Starr (Chairman), R Butler, J Hunt, S Kirve and P Wood.  
Cllr B.Ezra also attended  
Clerk: Tony Skeggs

	The Chair welcomed Tony Skeggs, the new clerk, to his first Governance & Resources Committee.	
<b>F17/34</b>	<b>APOLOGIES</b> There were no apologies received. Cllr A.Clark was absent.	
<b>F17/35</b>	<b>DECLARATION OF INTEREST</b> There were no declarations of interest.	
<b>F17/36</b>	<b>MINUTES OF PREVIOUS MEETING</b> The minutes of the Governance and Resource Committee meeting held on 19 <sup>th</sup> September 2017 were agreed as an accurate record and duly signed by the Chairman, after the correction of a figure in 17/27(b), which should have read 243 and not £243.	
<b>F17/37</b>	<b>OFFICE FACILITIES</b> Cllr JH outlined the current position of the office facilities particularly with the prospect of the appointment of a Support Officer. The current situation did not lend itself for small meetings. JH put forward two options: <ol style="list-style-type: none"><li>1. Use S106 money from Wiseman Close to extend out the back of the existing building and create a new function room and then convert the current committee room into the PC office.</li><li>2. Convert the existing bar and bar area into a new office. This would require the blocking off the access to the main hall, creating an entrance from the other side. The question of the storage area used by PollyAnna Preschool would need to be discussed. It was felt that this would make use of a dead space.</li></ol> As yet no costings had been considered for either option. The committee viewed the bar area to consider if the area was large enough. There was a proposal that option 2 should be costed out and then presented to Council.	Clerk / DS
<b>F17/38</b>	<b>FINANCIAL</b> Cllr DS presented the draft 2018/19 budget and explained the reasoning behind some of the increases. The budget had been prepared on the basis of a 10% increase in the precept. There followed a discussion on some individual items: <ul style="list-style-type: none"><li>• Insurance. This was the final year of a three year deal.</li><li>• SMVCA Grant. Why was this paid? The history behind the grant was explained by JH.</li><li>• Street Lights. There was a requirement to have all street lights tested every 4 years, which meant this was due on 2018/19.</li><li>• New Burial Ground. Once planning approval was granted a project plan would be drawn up. Indicative costs were between £150,000 and £300,000. Apart from Council reserves funding may come from a PWLB (Public Works Loan Board) loan and/or HS2 grant.</li><li>• Neighbourhood Plan. It was expected that this would be completed by June 2018.</li></ul>	

	<p>There then followed a discussion on the level of reserves and what they had been earmarked for. The figures allowed for the Statutory Reserve being built up to 50% of the annual precept. Any underspend this year would be allocated to the new Burial Ground reserve.</p> <p>Considering the level of reserves, the question of a 10% rise, which would mean a Band D of £59.16, was discussed. The question of how many residents paid more than the Band D was asked.</p> <p>A proposal was then made by Cllr Butler, seconded by Cllr Wood, that the budget as presented, including the 10% increase in precept, be recommended to Full Council. This was carried 3 votes to 2 votes.</p>	
<b>F17/39</b>	<p><b>CHANGE OF AUDITORS</b></p> <p>Cllr DS informed the committee that the external auditors Mazars contract to provide audit services had finished and that 'Smaller Authorities Audit Appointments Ltd' had appointed PKF Littlejohn for a five year period commencing with the financial year 2017/18.</p>	
<b>F17/40</b>	<p><b>POINTS OF INFORMATION</b></p> <p>There were no points of information raised.</p>	
<b>F17/41</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The date of the next meeting will be Tuesday 27<sup>th</sup> February 2018.</p>	

Signed: \_\_\_\_\_

Date: 27<sup>th</sup> February 2018