Bere Ferrers Parish Council

At a meeting of the Finance & General Purposes committee held in the Council Chamber Bere Alston on Tuesday 19th September 2017.

Present

Cllr. H. Boot-Handford Chairman

Cllr. R. Leithall Chairman of Council

Cllr. B. Lamb Cllr. M. Page Bailey

**1346. Apologies**

Apologies were received from Cllr. Dennis and Cllr. Maycock due to holidays.

**1347. Items of interest at the discretion of the Chairman. No decisions can be made on**

**these items.**

1) Cllr. Page Bailey – has three policy documents all to do with Standing Orders and best practice

and would like them to be considered in line with how they would fit in with our

documents. It was agreed that Cllr. Page-Bailey should meet with the Clerk to

discuss these documents.

**1348. Accounts for payment.**

The Clerk circulated the accounts for payment to all committee members.

Cllr. Lamb proposed acceptance of the accounts in the sum of £3,836.59p, seconded by Cllr. Page-Bailey

**1349. Financial Statements.**

The Clerk circulated the F&GP and toilet spreadsheets by email to committee members.

Cllr. Lamb proposed acceptance of the spreadsheets, seconded by Cllr. Boot-Handford.

**1350. Office Stationery (Logo) and revamped letter head**

The Chairman thanked Cllr. Page-Bailey for the wonderful job he has done with the new

stationery

**1351. Review of Lone Working Policy.**

The Clerk circulated the policy to all committee members.

Cllr. Lamb felt this was fit for purpose, seconded by Cllr. Page-Bailey.

**1352. Review Financial Regulations.**

Discussions took place regarding a proposed new policy about purchasing.

Cllr. Leithall proposed we accept the current Financial Regulations as they are with a recommendation to review the policy on purchasing, seconded by Cllr. Lamb.

**1353. Property inspection.**

It was agreed to refer this to next month’s meeting.

**1354. Update of new accounting system.**

The Clerk reported on the RBS Rialtas system which is being used by many Parish Councils. It

was agreed that as Tavistock Town Council use this perhaps they would allow the Clerk and

Chairman of F. & G.P. to see it working. Cllr. Lamb stated he would contact Karl Hearn the Clerk

to the Town Council.

**1355. Vision Statement- to remove one word.**

Cllr. Boot-Handford asked that the word ‘will’ be removed, (which is highlighted) where it states

“working in partnership with individuals and groups, will seek to enhance cohesion and build

community life”

Cllr. Boot-Handford proposed that the document is fit for purpose, seconded by Cllr. Page-

Bailey.

**1356. Discussions on TAP Funding.**

Cllr. Lamb stated that there is a TAP meeting on 6th October and he feels we should be looking

to make an application for the Playpark surface at The Down Play Area. Discussions took

place. Cllr. Boot-Handford stated that she is going to meet the BARP group over the weekend

and would put this to them. At this time the decision has been made and orders are being

placed for this. Perhaps we could look at this for the March 2018 Southern Links.

**1357. To rename Items of Interest for the agendas.**

Councillors were confused with Declarations of interest and items of interest, so to clear that

confusion a proposal to change items of interest to read “Notification of items for information” was made.

Discussions took place.

Cllr. Boot-Handford proposed the change, seconded by Cllr. Page-Bailey.

**1358. Defibrillator monthly report and 3 monthly inspection report.**

The Clerk has Cllr. Hanson’s report, and the 3 monthly report from Mrs. King. No report has been received from Bere Ferrers.

**1359. Policy to ascertain what is entered into the asset register;-**

**Cllr. Boot-Handford proposed any item with an original purchase price of £500 or**

**more should be entered into the asset register as well as all property and land owned**

**by Parish Council.**

Cllr. Boot-Handford reported that the auditor asked that the asset register have all Council’s

assets such as land, property and items above £500. There seems to be some confusion with

an inventory and an asset register.

After discussions Cllr. Boot-Handford proposed any item with an original purchase price of

£500 or more should be entered into the asset register as well as all property and land owned

by Parish Council. The inventory should include every item valued over £50 new, seconded by

Cllr. Leithall.

**1360. Correspondence.**

1) Tamar Valley AONB- Come for a walk with our Tamar Valley Heritage Guides.

Sunday 24th September, Wednesday 4th October.

Heralds of Spring Daffodil Conference Thursday 5th October.

Devon Bat Survey Walk and Research Talk Monday 23rd October.

World’s Biggest Coffee Morning Friday 29th September.

2. DALC AGM Conference & Exhibition Tuesday 10th October.

3. Plymouth & South West Devon Joint Local Plan.

The Plymouth and South West Devon Joint Local Plan was submitted to the Planning Inspectorate on 31 July 2017.

The Planning Inspectorate has appointed two Inspectors to examine the Plan. Wendy Burden BA DipTP MRTPI will lead the examination, supported by Yvonne Wright BSc (Hons) DIPT&CP MSc MRTPI.

All correspondence between the Inspectors and the Councils is published on our website and will be updated as the examination progresses.

The first letter from the Inspectors is now available and the Councils are busy working to prepare a response.

# Examination Hearings: January 2018

The hearings are planned to start during the week commencing 29 January 2018. A more detailed timetable for the hearings will be available by the end of October 2017. We will send out a news bulletin to let you know when this is available.

# Examination Hearings: Taking Part

If you submitted comments to the Regulation 19 consultation during March and April 2017 and you still wish to participate at the hearings, please contact the Programme Officer on or **before midday on the 6 October 2017** to confirm that you wish to appear. You will need to provide the ID number of the relevant representation.

Any party who fails to register or confirm their wish to appear on or before that date will not be included in the programme for the hearings.

# Programme Officer: Contact Details

The programme officer responsible for assisting the Inspectors with all aspects of the examination is Robert Young, who is independent of the three council’s and works directly to the Inspector.

**All communications for the Inspector should be sent to the Programme Officer.**

Programme Officer, Plymouth and South West Devon Joint Local Plan examination

c/o Robert Young

Joint Local Plan Team

Strategic Planning & Infrastructure

Plymouth City Council

Ballard House

West Hoe Road

Plymouth

PL1 3BJ

Email: [robert.young@plymouth.gov.uk](mailto:Robert.Young@plymouth.gov.uk)

**1361. Agenda Items for next meeting.**

1. Salary Review.

2. Property Inspection Report.

3. Update on new accounting system.

4. Review Purchasing Policy

There being no further business the chairman thanked members for attending and declared the meeting closed at 9.04pm.

Signed this 26th day of September 2017.

Chairman………………...