



BEMBRIDGE PARISH COUNCIL

5 Foreland Road, Bembridge, Isle of Wight, PO35 5XN
Tel: 01983 874160

Minutes of Finance & Governance Committee meeting held on Wednesday 6th September at 19:00 in the Village Hall.

Mark Rochell, Responsible Financial Officer to the Council

7th Sept 2023

Attendees: Cllr H Brabazon, Cllr I Davis, Cllr M Groom, Cllr P Kenny, Cllr G Stoddart-Stones, Cllr L White

Officer: Mr Mark Rochell (RFO)

39/23 Apologies for Absence

To receive apologies for absence.

Resolved: To accept apologies from Cllr Noyes.

40/23 Declarations of Interest

To receive declarations of pecuniary or other interests relating to items on agenda.

None Received

41/23 Minutes of the Last Meeting

To receive for approval minutes of the Finance & Governance Committee meeting held on 5th July 2023.

Resolved: Approved and Signed.

42/23 Assets & Estates Working Group

To receive recommendations from Assets and Estate Working Group:

- i) Toilet refurbishments – A & E Group recommend moving forward with options A-D at a total budgeted cost of £1650.00 as per attached Toilet Forward Plan report (PAPER 03).

Resolved: To agree to recommend to Full Council expenditure of up to £1650.00 from Asset Maintenance Reserve for internal and external redecoration of all four public toilets.

- ii). Emergency Phone Whitecliff Bay – recommendation to consider the expenditure of up to £492.00 (ex VAT) (PAPER 4 and 4a) to replace the faulty emergency phone in Whitecliff Bay. Consideration must be given to upcoming Digital Telephone Switchover (PAPER 4b).

Resolved: a). To recommend to Full Council expenditure of £492.00 on new emergency phone to be financed from Asset Maintenance.

- b) Agree to approach stakeholders for contributions.

- iii). If the committee decide to not replace the emergency phone outlined in agenda item 4 ii). Then they must then consider whether to recommend to Full Council that the emergency phone be removed.

Resolved: To replace emergency phone (see above).

43/23 Projector for council meetings

The council do not have an adequate projector to display agendas at meetings.

- i). Committee to consider the need for a council owned projector.

Resolved: Committee agreed that there is a need for the council to own its own projector.

- ii). If agenda item 5i) results in a decision to buy a projector, then the committee is to consider list of projector options (PAPER 05).

Please note that this expenditure would form part of Office Equipment of which £1000.00 is budgeted for 2023/24 with zero expenditure to date.

Resolved: To purchase option 1 BenQ TH575 1080p funded from Office Equipment budget.

44/23 Request from Morrisons Supermarket for use of Steyne Park Rd Car Park

To receive and consider request from Morrisons Supermarket for use of Steyne Park Rd Car Park (PAPER 06) as a local collection site.

Resolved: To enquire about dates and times that the car park would be needed and likely level of use, and to report back to next meeting.

45/23 Annual Report

To consider use of available budget (£1,000.00 allowed in 2023/24) to create and promote annual report. (see draft report PAPER 07)

Costs in 2020/21 were as follows:

Design -	£80.00
Printing -	£350.00
Delivery -	£400.00

There was no Annual Report in 2021/22.

- Resolved:**
- a) Agreed to post Annual Report on website, noticeboards and provide for local village sites as an alternative to hand delivering to every household.
 - b) To design and print 100 copies of Annual Report in-house.

46/23 Exclusion of Public and Press

To resolve that in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the following items, having due regard to the confidential nature of the business to be transacted.

Resolved: To exclude members of the public and press.

47/23 St Luke's Hedge cutting

Committee to discuss quotes (confidential PAPER 09) for works required at St Luke's cemetery and make recommendation to Full Council.

Island Roads have written to instruct us to trim back the hedgerow that overhangs and obstructs St Luke's drive. (PAPER 09a and 09b.) We have also received a request to cut back overhanging Holm Oak tree branches from a local resident's property.

Note: that the current budget allows only £2000 for RoW and tree works.

Resolved: To agree to recommend to Full Council to move ahead with quote 1 for hedge cutting in St Luke's Cemetery taking hedge back to height of fence.

48/23 Legal Costs

To receive and approve invoice (confidential PAPER 10) from Roach Pittis for historical legal costs.

Resolved: Agreed to pay outstanding invoice for legal fees.

Meeting closed at 20:12

DATE OF NEXT MEETING – Wed 4th Oct 2023

GC Stewart Stone