

**DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL MEETING
1st SEPTEMBER 2020.**

**FELPHAM PARISH COUNCIL
MINUTES OF THE VIRTUAL MEETING OF THE
FINANCE & ADMINISTRATION COMMITTEE
ON TUESDAY 14th JULY 2020 AT 7.00PM.**

PRESENT: Councillors: D Smart, G Hewlett, G Matthews, P English, Mrs R Kissell,
M Rumsey, M Copeland & K Watson.

F 9. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillor Mrs G Moss.

F 10. DECLARATIONS OF INTEREST:

There were no declarations of interest at the outset of the meeting.

F 11. QUESTION TIME FROM MEMBERS OF THE PUBLIC:

There were no members of the public present. No questions or issues were raised.

F 12. TO RECEIVE THE MINUTES OF THE VIRTUAL MEETING HELD ON 9th JUNE 2020:

These were approved as a true and accurate record. These had presented to Main Council on 7th July 2020 for ratification and adoption.

F 13. MATTERS ARISING:

There were no matters arising.

F 14. CORRESPONDENCE/ANNOUNCEMENTS:

(a) Internal Audit end of Year Resume – this had been sent to all Councillors with their agendas for this meeting. **The resume was noted.**

(b) Bognor Regis Kite Festival 2020 – now that this event had formally been cancelled for 2020, and the Council having awarded the organisers a grant for 2020, the meeting was requested to consider the following:

- (1) Whether it wished for the monies given to be returned to the Council, or
- (2) The monies given be carried over to the 2021 event on the proviso that the event goes ahead and that the organisers apply for no further grant aid from the Council in financial year 2021/22.

After discussion it was RESOLVED that option 1 be preferred, and Agreed, and that the organisers of the Arun Kite Festival be written to and requested to return the grant aid monies given to them for the now cancelled 2020 event.

It was also agreed that the organisers of the Armed Forces Day Event 2020 be similarly contacted for the return of the monies given to them through the Council's Grants and Donations (Permitted) scheme as that event had also been cancelled for 2020.

(c) QUOTE TO CLEAN UP PAINTWORK, PERSPEX AND RUST FROM METALWORK AND REMOVE WEEDS AND PAINT THE COUNCIL'S TWO BUS SHELTERS AT THE CORNER OF VICARAGE LANE AND OUTSIDE FLANSHAM HEALTH CENTRE:

Neither of these bus shelters had been maintained within the last six years. In this respect a quote had been provided by Bognor Regis Town Council's Town Force, to carry out the above work, at a cost of £453.00 + VAT. The Clerk advised that as the quote was below £500.00 the Committee could determine the acceptance of the quote, without redress to Main Council, should it so wish.

On an unanimous vote it was RESOLVED that the quote provided be agreed and accepted and that the work be confirmed and carried out.

- (d) Longbrook Park Outdoor Gym/Fitness Trail** – over the last couple of years two items have been removed by ADC as they were beyond any remedial repair. One of these items is the wooden/metal parallel bars in Longbrook Park that was originally donated by the Parish Council back in 2002, as part of the original trim trail.

ADC are keen that funding can be found to replace these items, and have written to us to see whether the Parish Council would agree in principle to funding replacement of the parallel bars? The estimated cost for a like for like replacement is approximately £650 for the purchase. ADC would fund the install and the replacement of the dip station on the prom.

After discussion it was unanimously agreed that a recommendation be presented to Main Council that the Parish Council pay for the replacement piece of equipment at Longbrook Park, for the sum stated, and that this be paid for from General Reserves. It was also agreed that the equipment have recognition on it that it was provided by the Parish Council and that future maintenance of it be the responsibility of Arun District Council.

There was no other correspondence to report.

F 15. AGENDA ITEMS FOR THE NEXT JWAAC MEETING & JWAAC H&T MEETING:

There were no items proposed or put forward.

F 16. FINANCIAL ACCOUNTS OF THE COUNCIL FOR APRIL, MAY & JUNE 2020:

These had been sent to all Councillors, prior to the meeting, for information.

It was requested that the meeting formally approve the financial accounts of the Council as a true and accurate financial record for the months of May, June and July 2020.

It was RESOLVED that the accounts as presented, be approved as a true and accurate record and to recommend to Main Council the expenditure of £ 18,328.91 for the month of April 2020, £ 9,977.75 for May 2020 and £ 6,947.48 for June 2020.

F 17. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN):

There were no matters of urgent public importance.

F 18. DATE OF NEXT MEETING: Tuesday 11th August 2020 at 7.00 p.m

The meeting closed at 7.35 p.m.

Approved.....

Date.....

