

**MINUTES OF THE MEETING OF THE FINANCE & GENERAL PURPOSES
COMMITTEE HELD ON 13th JANUARY 2010 AT 10.00 a.m.
AT HARTLEY LIBRARY, ASH ROAD**

Present: Cllr L Abraham
Cllr C Alford
Cllr J Gaywood
Cllr Mrs A Oxtoby
Cllr B Ramsay (Chairman)

In attendance: Mrs J Hoad (Clerk)

1. Apologies

There were apologies from Cllrs Barnett, Mrs Burns, Coates, Mrs Cole and Sewell.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes

RESOLVED: That, the minutes of the meeting of the Finance and General Purposes Committee held on 16th November 2009 be approved and signed by the Chairman as a correct record.

4. Youth project at the Hartley & District Social Club

It was reported that the pool project at the Hartley & District Social Club would commence on 28th January 2010 and advertising would start next week.

5. Gorse Wood and Youth Shelter

It was reported that following the meeting of the Finance & General Purpose Committee held on 16th November 2009 a copy of the Anti Social Behaviour Incident logsheet had been provided to the Gorsewood Road Neighbourhood Watch and that no reports of further anti social behaviour had been forthcoming.

6. Hartley W.I. Hall

The Committee considered a report setting out advice from the Charity Commission.

The Charity Commission advised that the Hall could be transferred to Hartley Parish Council by transferring the trusteeship to Hartley Parish Council by passing a resolution under Section 74D of the Charities Act 1993, as amended by the Charities Act 2006, to amend the Charity's governing documents, which comprise the Declaration of Trust dated 14th December 1925 and the Charity Commission Scheme dated 14th February 2001.

The Committee considered advice from the Council's legal advisor setting out changes to the governing documents. He further advised that these amendments would have to be made by the Management Committee of the W.I. Hall and any changes to the governing documents would be subject to the Charity Commission's approval.

The Council's legal advisor explained the title to the hall was currently vested in the Official Custodian. This could be retained or alternatively the hall could be transferred to Hartley Parish Council. The latter option would incur additional costs.

RESOLVED: That,

(1) advice from the Charity Commission and the Council's legal advisor be received and noted;

(2) arrangements be made to meet with representatives from the Hartley W.I. to further discussions on the transfer of the hall to Hartley Parish Council in line with the advice received from the Charity Commission; and

(3) after meeting with representatives of the Hartley W.I., arrangements be made to meet with the Council's legal advisor and the W.I.'s solicitor, if necessary, to discuss and agree the proper legal processes to be followed to transfer the trusteeship of the Charity in line with the advice received from the Charity Commission.

7. Institute of Local Council Management

The Committee considered the Clerk's request to join the Institute of Local Council Management.

RECOMMENDED: That, the Council approve the expenditure of upto £80 per annum for the Clerk to join the Institute of Local Council Management and provide the necessary support to the Clerk to comply with the compulsory requirement of continuing professional development.

8. Certificate of Local Council Administration

The Committee considered the Assistant Clerk's request to undertake a course of study leading to the Certificate of Local Council Administration. The Assistant Clerk would be required to undertake a course of study in advance of the submission of a portfolio of evidence required to demonstrate skills acquired in local council administration.

RECOMMENDED: That, the Council approve the total expenditure £240 for the Assistant Clerk to undertake a course of study and submit a portfolio of evidence and provide all necessary support to the Assistant Clerk to obtain the Certificate of Local Council Administration.

9. Audit Commission

The Committee was advised of the Audit Commission's policy to rotate appointed auditors after 5 years and in compliance with this policy the appointment of Wayne Rickard replacing Alun Williams as Hartley Parish Council's Appointed Auditor/Engagement Lead with effect from January 2010.

RESOLVED; That the appointment of Wayne Rickard as Hartley Parish Council's Appointed Auditor/Engagement Lead with effect from January 2010 covering the financial years 2009/10 to 2013/14.

10. Exclusion of the public

RESOLVED: That, under the Public Bodies (Admissions to Meetings) Act 1960 members of the public be excluded during consideration of minute item 11 in respect of the New Burial Ground on the grounds that the likely disclosure of exempt information would prejudice the public

interest by reason of the confidential nature of the business to be transacted.

11. New Burial Ground

The Committee considered advice from the Council's legal advisor.

RESOLVED: That, the legal advice be noted and agreed in respect of the proposed level of legal and professional fees payable for the modification of the restrictive covenants and modification of the right of way.

12. Date of the next meeting

To be confirmed.

The meeting closed at 11.30 a.m.

Signed:.....

Date:.....

Chairman of the Finance and General Purposes Committee