



Minutes of the Finance and Policy Committee held on the 9<sup>th</sup> July 2019 at the Colnbrook village hall. The meeting started at 7:30pm.

Councillors present:

Cllrs Babuta, Escott, John, Kahlon, Small and Smith

Officer Present: Locum Clerk and Responsible Finance Officer: Mr Steven Gillingwater

Members of the Public: 5

Agenda Reference	Minute	Action Point
FP/19/011 2. Apologies	None	/
FP/19/012 3. Declaration of Interests	None	/
FP/19/013 4. Minutes	<p>A) Cllr Kahlon raised an objection that the minutes were not a true record and wished to add his concerns to the minutes which he highlighted during the meeting.</p> <p>The Chair of Finance agreed the points that were raised are valid and we need to add them without minuting every word as the minutes must be probatem.</p> <p>Cllr Kahlon agreed with the understanding that the points are not diluted.</p> <p>B) Cllr Kahlon questioned the nomination of the Chair of Finance and Vice Chair of Finance based on whether they have knowledge or skills in Finance.</p> <p>The Clerk clarified that it is not the Councillors but the Clerk to have that knowledge.</p>	/
FP/19/014 5. Payment List	<p>The payment list was approved</p> <p>Voucher 34 – Green Flag result is expected end of July 2019</p> <p><b>The Clerk to Email Green Flag in August to check the Criteria for the Contractor to improve</b></p>	SG – Email Contractor Criteria for Green Flag.

<p>FP/19/015 6. Splash Quote</p>	<p>Contractor briefed the Councillors about the Splash quote. The full quote is £1360. This will include 2 ton of stones to be laid in the splash. Contractor also explained around restoring the Splash to the historic waterway, this work will be completed in around 3 weeks once approved and started. Chair of Finance will engage with SBC to see if a survey is required.</p>	<p>AE – To engage with SBC regarding the need of a survey.</p>
<p>FP/19/016 7. Review Donation/Grant Policy</p>	<p>Grant Application deferred to September Full Parish meeting. Review of the Donation/Grant policy with any recommendations is deferred to September Finance and Policy Committee meeting.</p>	<p>SG – Send the Grant application to Full Parish. Send out donation policy for F&amp;P</p>
<p>FP/19/017 8. Review of pilot bus and contribution to the Bus Driver Salary</p>	<p>Questions was raised if the Pilot bus can cover both the Doctors surgeries i.e. Common Road and Langley high street (near to Harrow market). In response to that Chair of Finance said as per the SBC plan the bus can only cover one surgery but this can be reviewed later if SBC agrees. Cllr Smith was not happy about this plan but asked for more information. Cllr Escott stated that Parish council have been asked for a contribution of £5,000 for this bus service. Cllr Kahlon raised concerns about Colnbrook residents having to pay double due to having a Parish Council. Cllr Smith asked if any anyone else is making any contributions for this service. Cllr Escott stated that Heathrow and SBC will also be contributing towards this service and explained the route of this pilot service; T5 Heathrow, Colnbrook High Street, Langley Sutton Lane through to Langley and back again. Cllr Escott also said that she will seek further clarification from SBC about the start dates. Cllr Kahlon requested any information received should be sent to other Councillors. The funding was agreed in principle.</p>	<p>/</p>
<p>FP/19/018 9. Head of Term for Westfield</p>	<p>Defer so all Councillors can review the terms of the Licence for Westfield office.</p>	<p>SG – Send out lease agreement to all Councillors</p>
<p>FP/19/019 10. Handyman service funding</p>	<p>Cllr Small raised point of having a handyman to odd jobs within the Parish Council. This is needed further discussions with other councillors and to be decided in full Parish meeting.</p>	<p>SG – Present this as an agenda for services committee and then in Full Parish meeting.</p>

<p>FP/19/020 11. Thames Valley Police SIAG</p>	<p>No Comments but found the newsletter helpful.</p> <p>PCSO update provided and to look at re-engaging with a contract for a designated PSCO. The Chair of Finance and Policy to seek a request from the Local Commander, a quote for a PSCO to the Parish Council.</p> <p>Cllr Smith gave an update on the CCTV, which was provided from his allowance. These CCTV are still not in operation due the connectivity issues. Until such time these issues are resolved CCTV will not come in operation.</p> <p>Once resolved, the CCTV will provide live data from three locations within the village. This is to target number of issues which is raised by residents to the Parish Council.</p> <p>Concerns was raised about ability to man the cameras but Cllr Smith stated that would not be an issue as this will be done by the SBC.</p> <p>Cllr Smith will keep the Parish Council updated o this issue and will potentially look for 2020 allowance to allocate some more funds towards this.</p>	<p>SG- Order Sharp box for Contractor. Ask TVP if SIAG can go on the website.</p>
<p>FP/19/021 12. Questions and Correspondence to the Chair</p>	<ul style="list-style-type: none"> <li>- Email from a resident was read out and concerns noted.</li> <li>- Internet Banking signatories was agreed that Cllr Babuta and Escott will be added to the list.</li> <li>- Bank reconciliation was signed.</li> <li>- Resident raised concerns about Window flowers. The Chair of Finance agrees with the concerns and said that she can't say anything which happended in the past administrations but will review contract for Summer 2020.</li> <li>- Residents expressed their concerns about the Benches were mentioned at the Full Parish but why it is taking so long to be placed in their designated spaces? Cllr Smith explained the reasons were due to potential sites being developed. There was also an issue due to work placing the benches.</li> <li>- A resident was concerned about the format of the booklet printed by the council and one of the meeting start time is incorrect. Pont noted.</li> <li>- Cllr Smith raised concerns about forming a management committee and formally requested that Cllr Smith and Cllr Bedi sit on the management committee. Cllr Escott noted Cllr Smith's request. Cllr Smith also would like access and use of the office for meetings of the Conservative Parish Group. Cllr Escott stated that could be agreed</li> </ul>	<p>SG: Change the time of the meeting on the Website and any future prints.</p>

	through the Chair of the Parish, Cllr Babuta was happy to discuss with Cllr Smith. Cllr Kahlon – requested information about Vision ICT and asked the Clerk to send the company number over to him.	
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Public Meeting Closed at 9:20pm

Signed: ..... Chair Date:

Signed: ..... Clerk Date:

Signed: ..... Witness Date