

THE IVERS PARISH COUNCIL

19th November 2020

To all Members of the POLICY, FINANCE AND GENERAL PURPOSES COMMITTEE

A Meeting of the Policy, Finance and General Purposes Committee will be held on Wednesday 25th November 2020 commencing at 6.00pm. This meeting will be held by Zoom Video Conference for the purpose of transacting the following business.

Instructions for joining the Zoom meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/81191842928?pwd=OTVJbWorOTVsUnZjb3crTzBRM0FNdz09>

Meeting ID: 811 9184 2928

Passcode: 490583

Find your local number: <https://us02web.zoom.us/j/81191842928?pwd=OTVJbWorOTVsUnZjb3crTzBRM0FNdz09>

Stephanie Bennett

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

- a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;
- b. To receive any written requests for dispensations for disclosable pecuniary interests;
- c. To grant any requests for dispensation as appropriate.

3. PUBLIC PARTICIPATION

An Open Session will be held for members of the public who may ask questions or submit comments about agenda items/parish council matters. Parish Councillors may also make comment at this time. If there is a representative from Thames Valley Police, and/or a Buckinghamshire Council Member in attendance, there will be an opportunity for them to report on any relevant matter or ask/answer questions. Each person speaking will usually be limited to three minutes. Duration of this part of the meeting usually to be no longer than fifteen minutes.

4. MINUTES

To consider and approve the minutes of the meeting held on 23rd September. See Appendix 4.1.

5. CHAIRMAN'S ANNOUNCEMENTS

6. COMMITTEE MINUTES

- a. To receive the minutes of the HR Sub Committee meeting of 14th October 2020 and 10th November 2020. See Appendices 6.1 and 6.2.
- b. To receive the Neighbourhood Planning Sub Committee meeting held on 16th November 2020, 27th October 2020, 19th October 2020, 21st September 2020 and 17th August. See Appendices 6.3 to 6.7.
- c. To consider and agree the approach and proposed timeline of the Neighbourhood Planning Sub Committee to develop and submit a Neighbourhood Development Plan early in 2021

7. FINANCE

- a. To receive the budget report as at 31 October 2020 for the Committee. See Appendix 7.1
- b. To receive the budget reports for Amenities and Highways and Infrastructure Committees See Appendices 7.2 and 7.3
- c. To receive the overall council budget report See Appendix 7.4
- d. To consider the Ear Marked Reserves and make recommendation to Committees and Council. See Appendix 7.5
- e. To consider and agree the process for developing the 2021 – 2022 budget for the Policy, Finance and General Purposes Committee

8. OPERATION LONDON BRIDGE AND FORTH BRIDGE

To receive the report of the Clerk. See Appendix 8.1

Recommendations:

- Agree that the main venue for the book of condolence be the Hub with councillors nominating additional venues at Iver Heath and Richings Park. The hours of availability to be 0900 – 1900 until the end of the day after the funeral, with councillors providing hosting outside of working hours;
- Resolve that all meetings other than those dealing with critical issues be postponed until after the funeral
- Agree that the paved area outside of the Hub be a nominated place for flowers and memorials and that it be appropriately signed. Councillors to liaise with local partner organisations to agree further memorial sites at Iver Heath and Richings Park. Councillors to offer grounds team assistance for monitoring and keeping tidy by the grounds team. (In the case of inclement weather it might be necessary to protect the memorials from the wind).
- Agree that memorials area to be monitored and kept tidy for a period of one week following the funeral after which all memorials will be removed and disposed of.
- Nominate any further actions to be taken

9. LICENCES

Clerk to report on a request to grant access directly from a residential property to Iver Recreation Ground.

Recommendation: Clerk to be tasked with developing a policy for licences and leases, with recommended charges, for Committee consideration

10. GOVERNANCE AND STRUCTURE

To consider the report of the Clerk. See Appendix 10.1 for the report and Appendix 10.2 for Committee delegations and details

Recommendations:

- Agree to consider a reviewed structure as set out in 3.1

- Instruct the Clerk to draw up draft Terms of Reference for the Committees as listed for consideration at the next meeting
- Instruct the Clerk to draw up proposals for increased information sharing between councillors and with the community outside of the committee and council structure

11. SECTION 106

To clarify the processes associated to Section 106 contributions. (Cllr Julie Cook to lead)

12. POLICIES AND FINANCIAL REGULATIONS

Chairman to report on delay to review policies and Financial Regulations

13. ATTENDANCE

Clerk to clarify the presentation of apologies for the ongoing virtual meeting arrangements.

Recommendation: Attendance monitoring to recommence and councillors to present apologies for all meetings that they are unable to attend

14. HEALTH AND SAFETY AND RISK MANAGEMENT

- a. No incidents to report
- b. Clerk to provide verbal update on progress of risk assessments, inspection reports, rectification of defects, and staff training

15. COMMUNICATIONS

To consider and agree the information to draw to the attention of the community

Cllrs on the Committee: Wendy Matthews, Ann Mayling, Karanveer Bembey, Carol Gibson, Chris Jordan, Jyoti Kaushal, Chris Woolley, Julie Cook.