

**Minutes of the meeting of the Finance and Governance Committee held remotely
via Teams video link on Tuesday 18th August 2020**

The chairman reminded everyone that the meeting was being recorded.

PRESENT: Councillors G Stewart (Chair), R Butler, A Clark, S Kirve and P Wood.

Clerk: Tony Skeggs

Residents: None.

F20/24	APOLOGIES – Apologies were received and accepted from Cllr Hunt.	
F20/25	DECLARATION OF INTEREST – There were no new declarations of interest.	
F20/26	MINUTES OF PREVIOUS MEETING The minutes of the Finance and Governance Committee meeting held on 9 th June 2020 were agreed as an accurate record and duly signed by the Chairman.	
F20/27	RISK REGISTER A draft risk register was presented by the chairman for consideration as well as a Risk Policy. It was suggested that the Risk Policy should include points on risk appetite / unmitigated risks. It was noted that the register did not include any risks associated with the Neighbourhood Plan, Planning and Communities. Cllr Clark would provide some information for the Neighbourhood Plan. It was NOTED that there were no red risks identified. Once adopted the register would need to be regularly monitored. The chairman explained how the ratings were arrived at. Cllrs and the clerk needed to be aware of the basis for assessment. Once updated for the missing risks it would be presented to Council for adoption.	Cllr Clark
F20/28	COUNCIL POLICIES The chairman presented three policies, Complaints, Co-option, and Publication, that he had updated. Only minor changes, updating to current arrangements, had been made to all three. Cllr Clark suggested that the Complaints and Co-option policies should include a note about possible conflicts of interest. He raised the point that not all the items in the Publication Scheme were on the council website. He suggested that a note be added that the council could, at its own discretion, waive the fee. As there were no further comments, all three policies would be presented to the next Council meeting.	Clerk
F20/29	SECTION 106 FUNDS The chairman presented a table of the anticipated S.106 funds available to the parish council and suggested that the council should be thinking how they should be used bearing in mind that there were time constraints associated with the funds. The table needed to be updated to take account of the current planning applications. Ideas had been proposed but dismissed by Aylesbury Vale District Council as they did not meet their criteria. Any suggestions needed to be based on a parish wide approach so as not to duplicate any developer projects. There is a need to develop a strategic wish list as more developments come forward. It was AGREED that Bell Cornwell be asked to update their fee quote to review the legality of the Buckinghamshire Council’s policy on putting such a tight restriction on the use of S.106 funds.	Clerk Clerk
F20/30	Ex-BUCKS CC SPORTS & SOCIAL CLUB Cllr Kirve gave an update on the meeting between the three interested parties, in which all three outlined their individual proposals. Some new ideas as well as risks were identified, which would be reflected in the overall proposal. A joint proposal was being prepared by a representative of Stoke Mandeville FC. The three groups were keen to work together with	

	<p>a lot of synergies identified. It was NOTED that Buckinghamshire Council had recognised the site as an Asset of Community Value for another five years.</p> <p>Cllr Stewart reminded the meeting that the parish council may be asked to make some financial commitment to the site if the proposal was successful.</p> <p>Cllr Clark reported that Buckinghamshire Council had challenged the designation of the playing field as a protected green space within the Neighbourhood Plan. He suggested that if the area did become available then the parish council should acquire or lease the land to safeguard the land for the residents of Stoke Mandeville. The site could then be sub-let to interested community groups.</p>	
F20/31	<p>2020/21 ANNUAL BUDGET</p> <p>A forecast budget for 2020/21 tabled for information, was NOTED after Cllr Kirve requested some changes to the layout. The following budgets had been re-forecast</p> <ul style="list-style-type: none"> • the grant from SM&OPC had been reduced by 20% from £15,000 to £12,000, • election costs had been reduced to £0 from £3,500, • Play around the parishes had been reduced to £0 from £1,000, • Reroofing the centre was set at £19,000, • Devolved services now showed a cost of £2,400 from £0. 	
F20/32	<p>DATE OF NEXT MEETING</p> <p>The next meeting was on the 13th October 2020. The meeting would be considering the setting of the 2021/22 budget.</p>	

The meeting closed at 8.25pm.

Signed: _____

Date: 13th October 2020

Action List

Date	Minute	Action	By Whom	Situation
11 Feb 20	20/04	Review of parish council policies.	Cllr Stewart	In Progress
9 June 20	20/19b	Prepare asset location maps for councillors.	Clerk	O/S
18 Aug 20	20/27	Cllr Clark to supply Neighbourhood Plan information for risk register.	Cllr Clark	O/S
18 Aug 20	20/28	Review website for Publication Scheme items.	Clerk	In Progress
18 Aug 20	20/28	Complaints, Policies & Publication Scheme policies to next parish council meeting.	Clerk	Completed 3 Sept.
18 Aug 20	20/29	Contact Buckinghamshire Council for an update on s.106 funds from planning applications.	Clerk	Completed 20 August
18 Aug 20	20/29	Request Bell Cornwell to update their s.106 quote.	Clerk	Completed 26 August