

A meeting of the **Finance, Policies & Assets Management Committee** took place at the Old School, Vicarage Lane, Colerne on 12th January 2016 at 7.00pm. The following members were present:

IN THE CHAIR: Mrs J Bradburn (JB),

PRESENT: Mr M Harvey(MH), Mr R Tonge

In attendance Miss G.A,Gill Clerk,

8	Apologies: Mr John Bull (JBu), Mr G Brain (GB) Absent: Mr T.Hall (TH)	
9.	Declarations of Interest - None	
10.	Public Question Time - None	
11	To approve adopted Minutes of the Finance, Policy and Assets Management Committee meeting held on 13th October 2015 APPROVED as a true record and signed and dated by chairman.	
12	Policies & Procedures	
12.1	Adoption of Community Resilience Plan –As CW was not in attendance this was deferred to the next meeting	
13	Corporate Plan - JB – A three year plan is to be completed by March 31 st 2016 Decisions on final projects and their financial implications still to be decided	
13.1	Sports Road Map –A Sports Road Map had been received from GB however without financial streaming it was impossible to evaluate its viability. It was agreed that discussions should take place with Box PC and Leafy Lane FC about revenue and expenditure at their sporting venues.	RT/GG
13.2	Memorial Gardens - Removal / re-shaping of yew trees – Ltr Wm Wolfe – Full Council to decide on the options provided.	PC ALL
14	Governance Spot Checks – JB to go over spot checks with GG and devise a clear set of instructions for councillors to follow the assessment process. Nine out of twenty five checks still outstanding. To be completed prior to April Audit.	JB/GG
15	Review of Asset Responsibilities: It was Agreed for Recommendation to full council that Assets Management should be returned from the Highways Committee to the FPAM Committee. Implementing Deadlines for Actions Undertaken. It was Agreed to Recommend to full council that a timeframe should be set for actions undertaken by a committee or individual	
16	Finance	
16.1	To Receive 3rd Quarter Returns for FPAM - Noted	
17	Asset Management	
17.1	Old School	
17.1.1	Plans for Bins & Bikes Storage at Old School Update – TH/GB (deferred 2.12.14) – Plans still need to be costed. Clerk to check that planning permission is not required. It was noted that during the recent Fire Risk Inspection all recycle bins at present in the stairwell of the tenants flats needed to be removed immediately and the area kept clear. It was AGREED that these bins should be placed at the front of the Old School and the large commercial waste bins re-sited in the playground with the other waste bins. Clerk to advise tenants to keep lobby and staircase clear.	GG
17.1.2	Disabled Toilet replacement of baby change unit / redecoration – Replacement due 13.01.16. DB to be asked to decorate and install unit.	DB
17.1.3	Exhibition /Party Decoration rail/hooks in Middle Hall – JB to check walls that no electricity cables etc are located at points where rails/hooks are to be installed.	JB
17.1.4	Re-decoration of Community Areas & Tenants stairwell and lobby – RT felt this could be left for a while longer. JB questioned whether doorframes needed some form of protective covering.	
18	Pavilion	
18.1	Colts Heads of Understanding – This document has never been signed. The Clerk has no information on the organisation and has received no fees for the present year. <ul style="list-style-type: none"> • Maintenance and Cleaning – There does not appear to be any work carried out on the Pavilion and the state of cleanliness was very poor when last visited. • Bookings – no information has been received on hire of pitch or Pavilion. MH to speak with Paul Carey Recommendation to full council that a meeting between Colts and the Allotment and Recreation Committee takes place as soon as possible and that a representative from Colts attends the A & R meetings on a regular basis.	MH

	<p>It was AGREED that FPAM meeting should take place in future on the last Tuesday of the month to avoid clashing with the Village Hall Cinema Evenings.</p>	
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There being no further business the meeting closed at 8.10pm