



# Medstead Parish Council

## Minutes of the F&GP Committee Meeting – 26<sup>th</sup> January 2025, 7.30pm

**Present:** Cllrs. Mike Smith (Chair), Phil Quinlan, Mark Brayford

**Also in attendance:** Julie Russell (Parish Clerk)

	ACTION
<b>24.90 OPEN SESSION</b> Councillors asked the clerk to respond to an email from a resident regarding Beechlands, and to forward the original to all councillors. The clerk gave an update on the showers and electrical work at the pavilion.	Clerk
<b>24.91 APOLOGIES FOR ABSENCE</b> None	
<b>24.92 DECLARATION OF INTEREST</b> None	
<b>24.93 MINUTES</b> Councillors <b>resolved</b> to approve the minutes of the F&GP meeting held on the 29 <sup>th</sup> January 2025	
<b>24.94 CLERK'S CONTRACT</b> The revised Clerk's contract had been drafted by a working group of councillors and circulated in advance. The clerk noted that the hours previously agreed by full council were 25 per week but the draft contract states 24, so this will be checked and corrected. The committee <b>resolved</b> to put this forward to Full Council.	
<b>24.95 ASSET REGISTER</b> The committee reviewed the asset register and agreed to remove two redundant and replaced computers, one of which no long functions and one is very old and no longer used. The revised register will be put to Full Council. The committee agreed a threshold of £100 for items to be individually listed on the asset register. Other items will be added to the general contents amount for the pavilion/parish office if they are stored there. The general contents asset value remains unchanged as there have been no purchases except consumables and no disposals. The contents will be reviewed for retention / disposal post-completion of the move to the pavilion. The revaluation of the pavilion after the extension is based on the surveyor's estimate of rebuilding costs.	f
<b>24.96 SPEEDWATCH</b> a. The licences for Speedwatch cameras are due to renewal with a cost of £537, and following discussion it was agreed to not renew them at the present time, and to review the matter again if the technology improves with regard to resolution and data analysis. This recommendation will be put to Full Council. Cllr Smith proposes to take the cameras down .	Cllr Smith
<b>24.97 TO REVIEW POLICES</b> Councillors reviewed the following policies, circulated in advance, and <b>resolved</b> to recommend them to full council for re-adoption. <ul style="list-style-type: none"> <li>a. Communications and Social Media Policy</li> <li>b. Death of Monarch</li> <li>c. Grants Policy</li> <li>d. Disciplinary Policy</li> <li>e. Investment Strategy</li> </ul>	

**24.98 ANNUAL PARISH MEETING**

The clerk reported that legislation allows the Annual Parish Assembly to be anytime between 1<sup>st</sup> March and 1<sup>st</sup> June. At the last council meeting, councillors agreed to delay it, and it is now proposed that it is delayed into May to allow the parish office to be up and running. This will be considered by Full Council at the next meeting. The clerk will amend the website to say that the date is under review. She will check Standing Orders to make sure we have not specified a more limited date range, but it is not believed that is the case.

**Clerk****24.99 NEXT MEETING**

The next meeting is 28<sup>th</sup> May.

There were no further matters to discuss and the meeting was closed at 8.20.

**Signed Chairman .....**

**Date.....**