

**MINUTES OF THE MEETING OF THE ADMINISTRATION AND FINANCE COMMITTEE
HELD AT 7.30PM ON THURSDAY 7 DECEMBER 2017
AT THE VILLAGE HALL, STATION ROAD, BROUGHTON ASTLEY**

PRESENT: Councillors: R Capewell, D Howe, C Porter, A Rowe and Mrs M Stell

APOLOGIES: Councillor Grafton-Reed

CLERK: Mrs D S Barber

48.17 **1. APOLOGIES**

Apologies received and accepted from Councillor C Grafton-Reed

49.17 **2. DECLARATIONS OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATIONS**

No declarations of Member's interests were received.

COUNCIL MANAGEMENT

3. REVIEW THE RENEWAL OF BROUGHTON ASTLEY CRICKET CLUB LEASE

Members reviewed the report provided by the Parish Manager outlining the background and request from the Cricket Club regarding the renewal of the lease for Frolesworth Road recreation ground which is due to expire on 28 February 2018.

Advice was sought and has now been received from the Council's solicitors and as such it was agreed to invite the Cricket Club to a meeting with the Administration and Finance Committee to discuss the lease in more detail.

A date for a meeting with the Cricket Club is to be arranged in early January prior to the Parish Council meeting due on 18 January 2018.

50.17 **RECOMMENDED: That the Cricket Club are invited to a meeting with the Administration and Finance Committee in early January 2018.**

4. REVIEW THE LONG SERVICE AWARD POLICY

Following the Parish Council's decision to acknowledge members of staff for their long service, a draft policy was presented to the Members for approval. Having read the document a unanimous show of hands recommended that the policy be put to the Parish Council for approval.

51.17 **RECOMMENDED: That the draft Long Service Award Policy is presented to the Parish Council for approval.**

5. REVIEW THE TREASURY MANAGEMENT / FINANCIAL INVESTMENT STRATEGY

The Members received the updated draft Treasury Management / Financial Investment Strategy as discussed at their meeting in September 2017 at which they requested the investment status be amended to best reflect the Parish Council's current position.

It was agreed unanimously to accept the draft document and place it before the Parish Council for approval.

52.17 **RECOMMENDED: That the draft Treasury Management / Financial Investment Strategy is accepted and is placed before the Parish Council for approval.**

6. REVIEW OF PUBLIC OPEN SPACE POLICY

Following recent events with pockets of Public Open Space being placed for auction on the open market, the Parish Council at its meeting in August 2017 agreed to adopt a policy on Public Open Spaces. Having sought legal advice, a draft policy was presented to the Members for approval. A show of hands approved the policy unanimously and will now go forward to the full Parish Council meeting in December for adoption.

53.17 **RECOMMENDED: That the draft Public Open Space policy is approved and is to be placed before the Parish Council for adoption at its meeting in December 2017.**

The meeting closed at 8.05pm

Minutes approved and accepted as correct

.....Chairman

.....Dated

DRAFT