

## **Report of the Finance and General Purposes Committee to the Parish Council**

The Committee met at 8.00 pm on **Tuesday 6<sup>th</sup> April 2010** in Committee Room 1 at the Parish Hall in Great Baddow. Councillor Mrs C Shaw chaired the meeting.

Present: Councillors Mrs C Shaw, A Sosin, T Miller, S Martin, Mrs V Sadowsky, G Jarvis, Mrs D Ronaldson and K Ronaldson

In Attendance: The Clerk of the Council

### **009/10 Apologies for Absence**

There were apologies for absence from Cllrs A Sosin and T Miller, who would be late.

### **010/10 Declaration of Interests**

There were no declarations of interests.

### **011/10 Public Question Time**

There were no members of the public present.

### **012/10 Minutes**

The minutes of the meeting held on 1<sup>st</sup> March 2010 were signed as a true record, with the following amendments; Items 619/09 and 620/09 to be changed to read 697/09 and 698/09. Proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs D Ronaldson.

Cllr Mrs C Shaw proposed amendments to the agenda, which were accepted by the meeting. These were to add an item to 013/10 to deal with the amended income for February 2010 and to add the Clerk's Report at item 014/10, after the Financial Transactions.

### **013/10 Financial Transactions**

- a) The total amended expenditure for March 2010 was **£50277.11** (47890.59 Net)
- b) The total amended income for February 2010 was **£11799.16** (£11602.53 Net)
- c) The total income for March 2010 was **£8474.24** (£8181.14 Net) and expenditure for April 2010 was **£29657.52** (£29423.88 Net).  
These were all proposed by Cllr Mrs C Shaw and seconded by Cllr S Martin.

Cllr T Miller entered the meeting at 8.19 pm

### **014/10 Clerk's Report**

1. **Fence in Noakes Place at the end of Foxholes Road**  
The Clerk reported that an e.mail reply from Chelmsford Borough Council has indicated that the matter should be held in abeyance until the matter of the Maintenance Agreement has been resolved. The quote for the fencing from Does will be chased.
2. **Parish Hall**  
Due to the office staff dealing with other matters, enquiries are still to be made of Building Control at Chelmsford Borough Council about the matter of the double-glazing at the rear of the hall.  
The handle on the security doors at the front of the hall was installed but shortly after the work had been completed, it was noted that paint was flaking off. A letter has been sent to Kaba and the Clerk confirmed that payment has been withheld.

3. **Office IT**  
The installation has now been completed. The Clerk has a new computer, a server has been installed and the data transferred and all the computers have been upgraded to Office 2007.
4. **Centenary Award**  
The Clerk said that the matter of the certificates is to be referred to another meeting.
5. **VAT Claim**  
The Clerk advised that the VAT claim has not yet been made.

Cllr T Miller left the meeting at 8.40 pm and re-entered at 8.42 pm

6. **Roof at the CA Millennium Centre**  
The Clerk reported that there has been no further correspondence from any of the parties but that the matter would be chased to try and ascertain what the current situation is relating to the work/inspections.
7. **Electoral Rolls**  
The Electoral Rolls have now been sent to those who requested them. The Clerk also told the meeting that the office will be closed in 6<sup>th</sup> May 2010 due to the Parish Hall being used as a polling station for the General Election.

#### 015/10 **Income Shortfall**

The Clerk circulated a report relating to the Receipts and Payment figures for the end of the financial year. Even though some budgets have fallen short, other budgets have brought in more than expected and so the overall effect is that the income shortfall is less than expected at £1499.00 plus the hall hire prepayments, which have not yet been calculated.

The Clerk recommended that no further action be taken, other than the usual monthly checks by the Clerk and members of the budgets in the new financial year. This was agreed.

#### 016/10 **S106 Monies**

The Clerk confirmed that all the monies from the S106 agreements have now been received from Chelmsford Borough Council. It was noted that the recent installation of outdoor gym equipment in Borough Council parks, has been paid for by the NHS. The Clerk suggested that an application should be made to Awards for All for a grant towards the installation of outdoor gym equipment in the Great Baddow Recreation Ground. This was agreed.

Cllr A Sosin entered the meeting at 9.05 pm

#### 017/10 **Bowling Green Entrance**

The Clerk confirmed that money had been budgeted for the resurfacing of the pathway and that a quote had been received for the installation of lighting in the access road to the bowling green. The Clerk was asked to obtain clarification about where the power supply for the lights is to come from. The Clerk was also asked to speak to the Planning Authority about whether permission would be required for lights. Once this further information has been received, the Clerk is then to write to the Bowling Club to ask them how they wish to proceed in this matter.

#### 018/10 **Allotments**

A copy of a letter from an allotment tenant appealing against a decision by the Clerk relating to the exchange of allotment plots and a report relating to the same, had been circulated by the Clerk prior to the meeting.

The Clerk recommended and it was proposed by Cllr Mrs D Ronaldson and seconded by Cllr Mrs M Miller that

- The tenant be given the allotment that has recently become vacant
- The "exchange list" is brought to an end
- Anyone who wishes to exchange allotments for any reason, including medical reasons, should in future in the first instance try and find another existing plot

holder to exchange with and if this fails, should then make a written request to the Parish Council for consideration.

**019/10 Matters for Information**

- Cllr Mrs D Ronaldson reported that there seems to be a blocked drain at the Bringey bridge. This will be reported to the Highways Authority.
- Cllr Mrs C Shaw reminded those present about the surgery on Saturday morning 10<sup>th</sup> April 2010.

*It was resolved under the Public Bodies (Admission to Meetings) Act 1960 to close the meeting to the public and press for the following items.*

**020/10 Noakes Place**

The Clerk had copied a reply from Chelmsford Borough Council to the members.

It was proposed by Cllr A Sosin and seconded by Cllr T Miller that:

- A meeting should be arranged between Parish Council members and officers from Chelmsford Borough Council
- At that meeting, the Parish Council should make its position clear and also be clear about the implications for the Borough Council should the agreement not be continued.
- The current maintenance work in Noakes Place will be continued until the matter is resolved.

**021/10 Cricket Practice Facility**

The Clerk had circulated a reply from the Great Baddow Cricket Club relating to the points raised by the Parish Council about the draft licence agreement, at the Grounds Committee meeting on 22<sup>nd</sup> February 2010.

It was proposed by Cllr Mrs C Shaw and seconded by Cllr S Martin that the matter be referred to the Council's solicitors to draw up a draft licence, with the practical information being supplied by the Clerk of the Council and the Grounds Manager.

There being no further business the meeting was closed at 10.00 pm.

Signed.....Chairman.....Date