

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

The Committee met at 8.08pm on **Monday 3<sup>rd</sup> February 2014** in Committee Room 1 at the Parish Hall in Great Baddow. Councillor A Sosin chaired the meeting.

Present: Councillors A Sosin, Mrs J Sosin, Mrs V Sadowsky, T Miller, Mrs D Ronaldson, K Ronaldson, G Jarvis, Mrs S Young and Mrs M Miller

In Attendance: The Clerk of the Council

### **596/13 Apologies for Absence**

There were apologies for absence from Cllr Mrs C Shaw who had substituted Cllr Mrs M Miller.

### **597/13 Declaration of Interests**

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non Pecuniary Interests.

### **598/13 Public Question Time**

There were no members of the public present.

### **599/13 Minutes**

1. The minutes of the meeting held on 6<sup>th</sup> January 2014 were signed as a true record, with the following amendments: Item 545/13 1, second line, replace "currents" with "current" and Item "486/13" be replaced with "554/13". Proposed by Cllr A Sosin and seconded by Cllr K Ronaldson.
2. The minutes of the meeting of the Organisation, Methods and Personnel subcommittee held on 27<sup>th</sup> January 2014 were signed as a true record. Proposed by Cllr A Sosin and seconded by Cllr Mrs S Young

### **600/13 Clerk's Report**

#### **1. Banking Arrangements**

The Clerk sent the paperwork to Unity Trust Bank on 13<sup>th</sup> January 2014 and since then it has been in their hands. The transfer should be completed by the end of February but at the moment NatWest is not responding to Unity Trust.

#### **2. May Fair Funds**

Cllr Mrs C Shaw reported on 27<sup>th</sup> January 2014 to the Organisation, Methods and Personnel subcommittee that she has contacted the ex member of the May Fair several times but that she has had no reply. The Clerk was asked to write.

#### **3. Future Allotment provision**

It was reported to the F&GP on 6<sup>th</sup> January 2014 that the Clerk has been contacted by Chelmsford City Council about feeding into the LDF. No further action is required at this time as the Parish Council will be contacted by the City Council.

#### **4. Great Baddow Arts Project**

A brief has been sent to Chelmsford City Council and has been forwarded to the artists. Another meeting is being arranged for a date in February, hopefully 14<sup>th</sup> February 2014.

#### **5. Bell Centre Telephone**

The line rental has not yet been cancelled. There is currently no payphone in situ, as it was stolen in a burglary a couple of years ago.

6. **Grounds Committee New Equipment**

The equipment has been ordered at the 2013 price, i.e. no 5% increase. Delivery will be in April 2014.

7. **Toddlers Play Area**

It was reported on 6<sup>th</sup> January 2014 that water appears to be settling on the wet pour surface under the swings. The Grounds Manager believes that this is similar to the problem encountered underneath the see-saw. Wicksteed may be coming out shortly to install the new equipment and advice can be requested at that time. Cllr Mrs S Young reported that there was nothing visible over the weekend. She also mentioned the problems with the football pitches and this will be discussed at item 602/13.

8. **Standing Orders**

The draft Standing Orders are to be presented to Council for adoption on 10<sup>th</sup> February 2014. The matter of a local protocol to deal with action to be taken in the event of a breach of the code is to be presented to the F&GP committee for consideration on 3<sup>rd</sup> March 2014.

**601/13 Financial Transactions**

1. The amended expenditure for December 2013 was **£42099.14** (£40603.04 Net).
2. The amended income for December 2013 was **£6156.74** (£6029.38 Net). The amendments to the January 2014 Expenditure could not be made because the bank statements have not yet been received.
3. The total income for January 2014 was **£6439.40** (£6230.54 Net) and the total expenditure for February 2014 was **£34531.99** (£33052.67 Net).

The figures were proposed by Cllr Mrs S Young and seconded by Cllr K Ronaldson.

The following cheques were issued to cover expenditure of over £500.

Date	Number	PAYEE	Amount	VAT	TOTAL
3/2/2014	009126	Berewood Ltd – GC Machine Service	1240.62	206.77	1033.85
3/2/2014	009127	British Gas – PH, BC and RG Electricity	1081.80	170.47	911.33
3/2/2014	009129	Dyno Rod Ltd – Repairs to drainage in RG	3300.00	550.00	2750.00
3/2/2014	009133	JP Leisure – Community Celebration meal	1668.53	278.09	1390.44
3/2/2014	009134	LSH – Bell Centre Lease	1073.75	-	1073.75
3/2/2014	009136	PRS for Music – PRS Licence for PH	608.40	101.40	507.00

**602/13 Financial Review**

A comparison of the income was circulated by the Clerk. There had been little change in the pattern of income since last month. The Clerk told the meeting that there has been no football played since before Christmas. Cllr Mrs S Young said that there are problems with the drainage on the football pitches and that damage is being done by people walking on them. It was also reported that the use of the All Weather Sports Courts is down. Both of these items have only brought in 55% of the budgeted income figure to date. The problem being encountered with the sports is not confined to the Parish Council but is nationwide. There had been only one interment in the cemetery during

January although there are some booked in for February. The cemetery income is currently 80% of the budgeted figure. It is unlikely that any of the budgets mentioned will reach the budgeted income by the end of the financial year. The comparison and information was noted.

The matter of the cricket and football seasons was raised. The Clerk confirmed that the current arrangement is the only one that is possible and any other arrangement would mean one or other of the sports giving up part of their season. The two sports cannot be run at the same time.

**603/13 Parish Hall Outside Decoration**

The Clerk told the meeting that she had not yet been able to obtain the further information regarding the outside decoration of the Parish Hall and the matter was deferred to the March meeting.

**604/13 Website**

The Clerk reported that this was on target and that staff training would hopefully be taking place very shortly. The website should be up and running by the end of the financial year.

**605/13 Matters for Information**

- Cllr Mrs D Ronaldson reported that there had been some flooding in Vicarage Lane last week. The Clerk was asked to report this to the Essex County Council Highways.
- Cllr Mrs J Sosin reported that she and Cllr A Sosin had been guest speakers at a recent charity function. They had spoken about the functions of civil parishes and it had been well received.
- Cllr Mrs J Sosin reported that she had been contacted by the Secretary of the Great Baddow WI. They have a banner with some history of Great Baddow on it and she will be going to look at it this week. The Clerk suggested that the best place for a permanent home would probably be the Essex Record Office and that this should be considered.
- Cllr Mrs M Miller reported that she and Cllr T Miller have a mayoral engagement on 10<sup>th</sup> February 2014 and that they may be late for the Council meeting.

There being no further business the meeting was closed at 9.10 pm.

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