

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

The Committee met at 8.00pm on **Monday 6th January 2014** in Committee Room 1 at the Parish Hall in Great Baddow. Councillor Mrs C Shaw chaired the meeting.

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

In Attendance: The Clerk of the Council

541/13 Apologies for Absence

There were no apologies for absence.

542/13 Declaration of Interests

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

543/13 Public Question Time

There were no members of the public present.

544/13 Minutes

The minutes of the meeting held on 2nd December 2013 were signed as a true record. Proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin.

545/13 Clerk's Report

1. Banking Arrangements

The Clerk explained that she had to submit further information to NatWest just before Christmas in order to stop the current accounts being suspended. As a result, the information to the Unity Trust Bank had not been sent but will be as soon as possible.

2. May Fair Funds

Cllr Mrs C Shaw confirmed that she had sent a reminder e.mail but that that she had had no reply.

3. Future Allotment Provision

The Clerk told the meeting that she has been contacted by Chelmsford City Council about feeding into the Local Development Plan with regard to future allotment provision.

4. Great Baddow Art Project

Cllr Mrs J Sosin requested that this matter be placed on the agenda for the Council meeting on 13th January 2014.

546/13 Financial Transactions

1. The amended expenditure for November 2013 was **£29966.64** (£29316.98 Net).

2. The amended income for November was **£10959.88** (£10767.15 Net). The amendments to the December Expenditure could not be made because the bank statements have not yet been received.

3. The total income for December 2013 was **£6055.20** (£5935.84 Net) and the total expenditure for January 2014 was **£32516.11** (£31400.33 Net).

The figures were proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs J Sosin.

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

Date	Number	PAYEE	Amount	VAT	TOTAL
6/1/2014	009105	BT Payment Services – Telephones/Internet/Fax	556.86	92.81	464.05
6/1/2014	009111	Gilgen Door Systems UK Ltd – PH automatic door	3463.20	577.20	2886.00
6/1/2014	009113	Newsquest Media Group – GBT Delivery	596.05	99.34	496.71

The Clerk told the meeting that the telephone line rentals have gone up by a large amount and that this should be reviewed. Cllr A Sosin said that the line rental has to be from BT. The Clerk was asked if the line rental to the Bell Centre has been cancelled and the Clerk confirmed that it had not but will be dealt with as soon as possible. It was also agreed to reconsider the line rental for the pay phone at the Parish Hall and this will be placed on an appropriate agenda.

547/13 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 had been only one interment in the cemetery during December and that so far there were none booked in for January. It was also noted that with the exception of one function last Saturday, there are no private functions booked in the Parish Hall between January and March 2014. The comparison and information was noted.

548/13 Precept

Further information had been received from Chelmsford City Council about the Council Tax Benefit Support Grant. There had been no change and so it was proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs J Sosin that there will be no change to the precept figure set on 9th December 2013 at the full Council meeting.

549/13 Grounds Committee – New Equipment

There was much discussion about the funding for the purchase of a new turf roller. It was proposed by Cllr Mrs S Young and seconded by Cllr T Miller that the recommendation of the Grounds Committee to purchase a new machine should be accepted. The Clerk was asked to negotiate for a waiver of the 5% price increase.

550/13 Recreation Ground – Toddlers Play Area

The Clerk circulated a report about the new play equipment for the Toddlers Play Area. It was proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs J Sosin that the springers as detailed in the report should be installed and that the choice of the multi use equipment should be delegated to Cllr Mrs S Young and the Clerk. The cost must be within the budget available.

Cllr Mrs S Young reported that water appears to be settling on the wet pour surface underneath the swings in the area and the Clerk said that she will investigate this matter.

551/13 Lawn Cemetery

The Clerk had circulated a report recommending the immediate suspension of the reservation of graves, pending a report to be presented to the Grounds Committee on 24th March 2014. There was

much discussion about the subject. It was proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs S Young that the recommendation be accepted. The vote was not a unanimous vote but by a majority. Cllr Mrs J Sosin abstained from the vote.

552/13 Parish Hall

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 February meeting.

553/13 Website

The Clerk circulated a report from Mike Letch, which said that various changes had been made to a draft website. The Clerk said that she would forward the link to this site. Any comments on the layout and content can be made to the Clerk. The report said that it was hoped that staff training would take place in late January/early February, councillor training in February and that the website would be fully active before the beginning of March. It was proposed by Cllr A Sosin and seconded by Cllr Mrs V Sadowsky to note the report and agree the direction. It was also agreed that the Council's logo and the Quality Council logo should be placed on the home page.

486/13 Matters for Information

- Cllr Mrs J Sosin told those present about an article in the Essex Chronicle which said that the No.40 bus route is to be extended to Broomfield Hospital. This was welcomed.
- Cllr Mrs V Sadowsky gave her apologies for the surgery and pre meet on Saturday 11th January 2014.
- Cllr Mrs V Sadowsky noted that there had been a report of the Best Kept Allotments competition prize giving evening in the Essex Chronicle.
- Cllr Mrs S Young reported that a flowering cherry tree in the Recreation Ground had been knocked down by the high winds just before Christmas. It was noted that the tree was not in a good condition. The Clerk confirmed that the Grounds Staff had taken the remains of the tree down and disposed of it.
- The Clerk reported that a meeting about the Bell Centre has been arranged between Essex County Council and the Parish Council on 16th January 2014. Cllr Mrs C Shaw has informed Cllr Jenny Chandler about the meeting and this has been acknowledged.

9.52 - Cllr Mrs D Ronaldson left the meeting

- Cllr Mrs C Shaw reported that a meeting of the Risk Assessment Working Group has been arranged for Friday 10th January 2014.

9.55 – Cllr Mrs D Ronaldson re-entered the meeting

- The Clerk asked if the chairs and tables could be cleared away after the surgery meetings in CR1, as there will be a regular hirer using the room on Saturday afternoons.

There being no further business the meeting was closed at 9.58 pm.

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