

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

The Committee met at 8.04 pm on **Monday 7th April 2014** 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, Mrs J Sosin, T Miller, Mrs M Miller, Mrs D Ronaldson, K Ronaldson, G Jarvis and Mrs S Young

In Attendance: The Clerk of the Council

9/14 Apologies for Absence

There were apologies for absence from Cllr Mrs V Sadowsky, who had substituted Cllr Mrs M Miller.

10/14 Declaration of Interests

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

11/14 Public Question Time

There were no members of the public present.

12/14 Minutes

The minutes of the meeting held on 3rd March 2014 were signed as a true record. Proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin.

13/14 Clerk's Report

1. Outside Redecoration

The Clerk said that she was contacting the contractors about the further information required.

2. Banking Arrangements

The Clerk reported that there are still the matters of opening a Petty Cash Account and the arrangements for paying in to be sorted out. Monies taken in the office are still being banked into the NatWest Petty Cash (Imprest) A/C, which is still open.

3. May Fair Funds

The Clerk had contacted Cllr Mrs C Shaw for an e.mail address, which had been provided. The Clerk will now contact the ex member of the May Fair group about the remaining funds.

4. Great Baddow Arts Project

A meeting was held on 14th March 2014 and another has been arranged. In the meantime, a photographic meeting had been held with about 10 attendees and it is hoped that another one can be arranged.

14/14 Financial Transactions

1. The amended expenditure for February 2014 was **£34608.09** (£33130.10 Net).
2. The amended income for February 2014 was **£8943.73** (£8760.70 Net). The amended expenditure for March 2014 was **£41631.90** (£39856.23 Net).
3. The total income for March 2014 was **£8357.06** (£8040.08 Net) and the total expenditure for April 2014 was **£40502.01** (£38570.71 Net).
The figures were proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs S Young.

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

Date	Number	PAYEE	Amount	VAT	TOTAL
7/4/2014	300049	Berewood Ltd – GC Cricket Roller	8824.00	1529.00	7295.00
7/4/2014	300051	Chelmsford City Council – Business Rates and Trade Waste	4104.36	-	4104.36
7/4/2014	300057	Rigby Taylor – Sports Supplies	1043.26	154.52	888.74

15/14 **Financial Review**

A comparison of the income and expenditure was circulated by the Clerk. The income for the year for the Finance and General Purposes Committee and the Grounds Committee both ended the year under budget but overall the income was on target. The expenditure for the year was under on all committee budget headings and therefore just under budget for the Council as a whole. There will be some carry over figures to be discussed by the committee at a future meeting. The comparison and information was noted.

Cllr A Sosin said that a meeting should be arranged with himself, Cllr T Miller and the Clerk to discuss various financial issues. The Clerk said that the End of Year Accounts was being done on 22nd April 2014 and it would be best to try and organise a meeting after that date.

Cllr K Ronaldson asked about the football leagues, following a report in the Telegraph about leagues folding. The Clerk said that the league games on the Council's pitches have definitely fallen over the last couple of years, as fewer teams are playing. There was general discussion about the football pitches and how they had fared over the winter. The Clerk told the meeting that the football pitches are in need of drainage and that there are already some ring fenced S106 monies for this project. Other grants could be sought to undertake this work but it was agreed that this was more of a long term project.

16/14 **Payroll Service**

The Clerk had circulated a report about the payroll services and it was agreed that further investigations should be undertaken. The information will be brought back to the next appropriate meeting.

17/14 **Lawn Cemetery**

On 24th March 2014, the Grounds Committee recommended that the purchase of plots prior to need in the Lawn Cemetery should be continued, but with conditions. The matter relating to charging a higher fee as per Chelmsford City Council was referred to this committee for consideration. The Clerk had circulated a report prior to the meeting and it was discussed.

It was proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin that the recommendation that a premium fee should be set at double the purchase price of a plot for immediate use should be accepted. Currently this would be £1460.00 for a full grave plot and £680.00 for a cremated remains plot.

18/14 Recreation Ground

1. Toddlers Play Area – The Clerk is checking the S106 monies to find money to pay the balance of the re-quoted equipment and is also talking to the company to obtain further information.
2. All Weather Sports Courts – As reported to another meeting, the order for the gates has been placed and it is hoped that they can be installed very shortly.

19/14 Website

The Clerk told the meeting that the timetable for the staff training had slipped because Mike Letch had been unwell but that something would be arranged as soon as possible.

20/14 Matters for Information

- Cllr K Ronaldson raised a matter relating to the minutes of the Chelmsford Local Highways Panel. The item in the minutes talked about the replacement of guard rails at the Army & Navy roundabout. The Clerk was asked to find out what this work would entail.
- Cllr Mrs J Sosin reminded those present about the Village Conference on 10th April 2014 and the surgery and pre-meet on Saturday 12th April 2014. Cllr Mrs S Young said that she would not be at the surgery. Cllr Mrs J Sosin confirmed some of the attendees for the Conference and the Clerk said that she had not yet heard from Essex Police or the Fire Service.
- Cllr T Miller, who will be attending the Village Conference in his capacity as the Mayor of Chelmsford, asked about his speech. Cllr Mrs J Sosin said that the Council would like him to talk about some of the things that he has done during his year as Mayor.
- Cllr A Sosin raised the matter of the proposed closure of the Barclays Bank branch in The Vineyards in June 2014. He said that he would circulate notice of a motion for the Council meeting on 14th April 2014.

There being no further business the meeting was closed at 9.44 pm.

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