

# WILBURTON PARISH COUNCIL

## FINANCE COMMITTEE

**Minutes of the meeting of the Finance Committee on 6 June 2016 at St Peter's Hall, Wilburton at 7.00pm**

**Present:** Cllr K Hennessy, Cllr R Howard, Cllr D Reynolds

**Also Present:** Cllr Cllr Dodson, Cllr Parish, Mrs S Thompson (The Clerk)

### **FC16-036 - Apologies, Acceptance of apologies and declarations of interests**

Apologies were approved from Cllr M Massey

### **FC16-037 – To approve the minutes from the meetings on 3 May 2016**

The minutes of the meeting held on 4 May were approved.

### **FC16-038 – Matters Arising not covered elsewhere on the Agenda**

Job descriptions – still to be completed

Verges need cutting – Clerk will report to Highways

### **FC16-039 - Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest**

Nothing raised.

### **FC16-040 – To Approve the following accounts for payment**

The following cheques were approved for signature. Proposed by Cllr Reynolds, seconded by Cllr Howard, all agreed

<b>Payee</b>	<b>Detail</b>	<b>Total Amount</b>	<b>Cheque No</b>	<b>VAT</b>
D Maltby	Caretaking	336.67	2989	
P Warren	Clock winding	48.70	2990	
P A Burbridge	Cemetery	295.00	2991	
ECDC	Council Tax - May	148.00	2992	
Eon	St Peter's Hall	736.47	2993	
Eon	Floodlighting	24.38	2994	1.16
Eon	Pavillion	41.15	2995	1.96
Truelink	Grasscutting – April	376.00	2996	75.20
	Grasscutting – May	376.00		75.20
	BMX track	930.00		186.00
Bidwells	Football Field rent – June	37.00	2997	
Anglian Water	Pavillion	42.55	2998	
Canalbs	Internal Audit	168.82	2999	
Mrs S Thompson	Salary May 2016	387.90	2300	
HMRC	Tax and NI	97.00	2301	
Mrs S	Expenses (Postage and Ink	37.78	2302	

Thompson	cartridge)			
D Maltby	Grasscutting	60.00	2303	
A Dodson	Piano Tuning	50.00	2304	

### **FC16-041 - Business Matters**

Recruitment of Clerk – three applications have been received, interviews will be held on 20 June 2016, meet at 7.00pm for a 7.30pm start.

Internal Audit and Annual Return – the internal audit has been completed. The report will be on the agenda for the next meeting.

Report on income and expenditure for the year to date – April month end figures have been provided to Councillors. Cricket Club match fees are still outstanding from last season. Adjustments are being made to the grass cutting frequency at the request of the Cricket Club. Terms and conditions and match fees need to be reviewed. Ron Sizer and Tom Walker are to be invited to the next meeting.

Bank Accounts and Deposit Accounts – to report and decide on investment – some urgency to get the Unity Bank account functioning and investment account organised.

Request from Social Club for reimbursement of Gaming Machine Permit - £50 – it was proposed by Cllr Reynolds, seconded by Cllr Howard, all agreed not to make the reimbursement as it is the Social Club who make the decision whether or not to have the machine.

Rural Services Grant – to report receipt of £2,904.76 – has been received and has to be used for the benefit of the community, one suggestion was for benches on the recreation field. Committees should be asked for other suggestions for a decision at the next Full Council meeting.

Toates Close Residents Association – to consider request for financial contribution to upkeep of strip of land at entrance to Toates Close – despite what ECDC have informed the resident it does not belong to the Parish Council. Other similar areas are maintained by residents at their own cost so it is not appropriate to make a financial contribution in this case.

### **FC16-042 - Date of next meeting – 4 July 2016**

Meeting closed at 8.20pm

Signed:

Date: