

WILBURTON PARISH COUNCIL.

Chairman: Mr Kevin Hennessy

Clerk: Mrs G Woods

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Minutes of a meeting of the Finance Committee on Monday 13th April 2015 at St Peters Hall, Wilburton at 7.00 pm

Present: Councillors Hennessy, Howard, Yarrow and Reynolds.

FC010415. Apologies, Acceptance of apologies and declarations of interests.

Apologies had been received from the Clerk/RFO who was unwell, and so the meeting was to be recorded by Councillor Hennessy for minuting.

FC020415. To approve any minutes from any previous meetings.

The minutes of the meeting held on 3rd March 2015 were presented for approval.

Resolved: - The minutes were approved.

FC030415. Matters arising not covered elsewhere in the Agenda.

Update on date of meeting of the Pavilion Working Group.

The Group met on the 17th March, GF to write minutes and circulate. GF and KH are going to approach the Trustees of the Pell Estate to request a meeting to discuss the lease on the recreation field.

ACTION:- Councillor Hennessy to speak to Councillor Forsyth regarding minutes and actions

Update on options for investment of PC funds.

Councillor Howard circulated some possible options for investment of funds. It was noted that Government Financial Services guarantees open to private individuals regarding protection of savings in Banks do not apply to Parish Councils, so we would have no guarantees of security, for that reason Councillor Howard felt that we should spread investments to minimise risks. She said that she thought around £20K should be kept available for immediate access, and the rest could be invested. Councillor Yarrow questioned whether any such investment had a worthwhile pay back. He added that we should consult East Cambs before doing anything.

ACTION:- Councillor Howard to consult Bill Hunt at East Cambs then make recommendations for investment of PC funds to present to the next meeting.

Update on CLP questionnaire, publicity and organisation of prize draw.

Councillor Reynolds reported that progress was being made, and the questionnaire should be completed soon. **This action point to remain on Agenda.**

Update on valuation of cottage.

No progress as we are still awaiting departure of current resident. We cannot proceed until this happens. **This action point to remain on Agenda.**

Update on circulation of budgets promptly prior to finance meetings.

This was not really an item requiring an update, simply an instruction for this to happen. Councillor Reynolds did not think that this had happened, however given the RFO's continued absence we should revisit this item upon her return. **This action point to remain on Agenda.**

Update on confirmation that CIL monies will be used for the Broadway project.

Again, this was not something which required an update, as it was just an instruction to inform the relevant parties of the decision which Council had taken. The RFO should advise when this has been done.

ACTION:- RFO to report to Committee when this has been done.

FC040415. Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest.

None.

FC050415. To approve the following accounts to pay:-

Clock-winding - £48.70
Caretaking – St Peter's Hall - £336.57
Parish and Booking Clerk - £385.14
Petty Cash - £13.00
Website annual fee - £100.66*
Rent of football ground May 2015 - £37.50
Aeriation of grass at recreation ground - £336.00*
Control of moles at recreation ground - £132.00*
Supplies for drainage of playground at Berristead – £815.32*
Cemetery Maintenance - £270
Sign for Recreation ground - £13.99*
Grass Cutting Church and Car Pond Lane - £60
Jet washing of playground, clearing of guttering at pavilion - £250
Water Rates for St Peters Hall – Apr-Sep - £252.79
Recreation ground rental – 25/3/- 28/9/15 - £340.00
Door latch kicking plates for Meeting Room in Hall etc £120.12
Window in Meeting Room £211.20
Stones for drainage in playground £414.20*

Payments including VAT are marked with *

Resolved: - It was proposed by Councillor Reynolds and seconded by Councillor Howard that the above accounts be paid. All in favour.

St Peter's Hall Insurance – £tbc (currently obtaining quotes) Councillor Hennessy explained that in our Financial Regulations the RFO is designated to ensure that the necessary insurance is in place, and she is authorised to pay it when it becomes due.

ACTION:- RFO to sort insurance requirements.

FC060415. Business Matters.

(a) Annual Return for 2014/2015

The RFO has to complete the Annual return and give it to the Chair to sign.

ACTION:- RFO to complete annual return for Chair to sign

FC070415. Correspondence not covered in Business Matters.

There was no correspondence.

FC080415. Councillor's questions.

Councillor Yarrow informed the Finance Committee that the Minor Works Committee had approved spend of a further £500 towards repairing damage on the recreation field following the fireworks event, this was in addition to the £500 already approved.

There being no further business the meeting closed at 7.30pm.

FC090415. Date of next meeting – 5 May 2015

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting our Website at www.wilburtonparishcouncil.org

Signed:

Date: