

WILBURTON PARISH COUNCIL

Minutes of the Finance Committee Meeting from 7th December 2022 held at Wilburton Community Baptist Chapel, at 7.45pm

Present: Cllr Attrill, Cllr H Upton, Cllr J Aniskowicz, Cllr Spencer, Cllr Duckworth, Cllr Hennessey, Cllr Wilson, and Cllr S Morgan

Also Present: Assistant Clerk (Kara Atkinson) and 2 members of the public.

FC22-069: Apologies, Acceptance of apologies and declarations of interests

Apologies from Cllr Lambert

One Cllr will be receiving payment for works carried out by his company

FC22-070: To approve the minutes of 2nd November 2022 meeting

The minutes were reviewed and accepted. All Cllrs in agreement.

FC22-071: Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest (max 3 minutes per person)

FC22-072: To approve accounts for payment

Payee	Detail	Total Amount £	BA CS De c2 2/ xx	VAT £
PortalPlanQuest Limited	Cricket nets planning application	956.20	0	
Phil Warren	Clock winding	48.70	1	
Kara Atkinson	Salary Nov 2022	230.32	2	
Rixon Zvauya	Salary Nov 2022	323.90	3	
Rixon Zvauya-reimbursement	Zoom – 14.39 inc vat of 2.4	14.39	4	2.40
HMRC	HMRC Nov payment	215.60	5	
Bidwells	Football Field rent December 2022 -£37.50	37.50	6	
D Reynolds-Reimbursement	Bluetooth adapter to the hall £29.99 2x Gravity SA VARI-TILT 35MM Speaker Stand £66.00 Adaptor for Speaker Angle	95.99	7	16.00
Truelink	Grass Cutting Rec Ground, Cricket Field 6th & 21st Oct 2 x 46.10 92.20 Grass Cutting Rec Ground, Football Field 6th & 21st Oct 2 x 40.00 80.00 Grass Cutting Open Spaces, Berristead Close 7th Oct 1 x 42.30 42.30 Grass Cutting Play Area, Berristead 7th Oct 1 x 30.75 30.75 Grass Cutting Amenity Areas, Berristead Cut & Coll 7th Oct 1 X 100.00 100.00 Grass Cutting Footpaths, Rec Field along A1123 11 th Oct 1 x 10.00 10.00 Grass Cutting Other, Rec Field under trees 11th Oct 1 x 33.00 33.00 Grass Cutting Other, Rec Field between the fields 11th Oct 1 x 35.00 20% 35.00 Grass Cutting Other, Cut, coll, remove clippings Corner near gate 12th Oct 200.00 Grass Cutting Other, Cut, coll, remove clippings Area under trees (old BMX) 12th Oct 250.00 Subtotal 873.25 Total VAT 20% 174.65 Amount Due GBP 1,047.90	1,047.90	8	174.65
Truelink	Cricket Field 2nd Nov 1.00 46.10 Grass Cutting Rec Ground, Football Field 2nd Nov 1.00 40.00 Subtotal 86.10	103.32	9	17.22

Payee	Detail	Total Amount £	BA CS Dec 2/xx	VAT £
PortalPlanQuest Limited	Cricket nets planning application	956.20	0	
	Total VAT 20% 17.22			
	Amount Due GBP 103.32			
EON	Pavilion electricity Oct and November	64.72	10	3.08
Bespoke Services	Grass Cutting & Vegetation Maintenance - Chem Sprays Nov Cemetery 1 £160.00 £160.00 Bus stop & footpaths 1 £135.00 £135.00 Allotment 1 £75.00 £75.00 Annual Allotment Clearance 1 £625.00 £625.00 Litter Picking 4 £12.25 £49.00 Total £1,044.00	1,044.00	11	
David Maltby	Caretaking to 5th December 2022 - 5 weeks @ £100.97	504.85	12	
David Maltby	To supply bin bags, toilet rolls and cleaning materials as required	145.00	13	
PortalPlanQuest Limited	Drop Kerb planning application PP11700394v1FPS	149.20	14	32.20

FC22-073: Discuss submitting LHI bid for 20mph through the village

Cllr Attrill summarised the planned LHI bid for the 20mph bid – from near the recreation ground to a (to be decided) location on Haddenham Road – within the existing 30mph, from near the Garden Centre and from a point on Station Road.

It was resolved that the bid be submitted and an amount of **£4,000** be allocated towards the cost of the works. All Cllrs agreed.

FC22-074: Discuss starting the process of getting applicants to the clerk's position in May 2023

Cllrs have reviewed the advert. All Cllrs agreed. Cllr Spencer will now start the advertising process.

FC22-075: Consider Hallmaster booking system

Cllr Upton summarised the booking system. £199 cost for the year. All Cllrs agreed. Cllr Upton to follow this up with the website provider, with a view to the system being in place for the New Year.

FC22-076: Correspondence not covered in Business Matters/Councillors questions

WRAP – the newly formed group focusing on improvements at the recreation ground.

Hall Heating – ongoing issues with the underfloor heating, Cllrs will keep an eye on the ongoing costs and level of heat provided.

FC22-077: Date of next meeting: 4th January 2023