

**Finance Committee**  
**MINUTES OF MEETING**

**Date:** Tuesday 5<sup>th</sup> January 2021 @ 4pm **Venue:** via Zoom

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*The Finance Committee exercises responsibility to work with the RFO in the management of the Council's financial resources and to consider and recommend strategy and action on policy and operational matters concerned with Council's finances, property and resources. The Finance Committee has delegated powers to spend up to £2,000. Any amount over that value will be reported to the Full Parish Council meeting for full council approval.*

**01/21 Conduct a Public Session (Duration and content at Chairman's discretion)**

None Required

**02/21 Record Attendance, Apologies, Absence**

Councillors (Parish): Cllr Paul (GP), Cllr Aarons (DA), Cllr Bennett (NB), Cllr Fehnert (SF), Cllr Swallow (YS)

**Public:** Cllr Ward

**Apologies:** None

**03/21 Record any Declarations of Interest on subjects included on this agenda**

*Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.*

None

**04/21 Accept Minutes of Finance Committee Meeting held on 17th November 2020**

It was **resolved** to accept the minutes of the Finance Committee held on 17th November 2020.

**05/21 Report on Previous Agenda Items**

81/20 Installation of bins and benches at Morning Star Lane, Public Gardens, Carey Fields and Moulton Football club has taken place.

82/20 Public Gardens stream clearance and removal of bus shelter Boughton Road to take place in January.

**06/21 Review January Exception Payments to Date**

None

**07/21 Review of:**

- a. Detailed Income and Expenditure by Account for November and December
- b. Bank Reconciliation Statement for November and December

All councillors had received a copy of the following information including an explanation of variances from budget code:

Agenda item a – Detailed Income and Expenditure by Account months ended 30<sup>th</sup> November 2020 and 31<sup>st</sup> December 2020

Agenda item b – Bank Reconciliation Statements for Current Account, Community Centre Account and Deposit Account months ended 30<sup>th</sup> November 2020 and 31<sup>st</sup> December 2020

It was **resolved** to recommend approval of the above information.

#### **08/21 Discuss End of Year Projections**

All councillors have received a copy of the End of Year projected final financial position which show a modest net income over expenditure of approximately £10,000. All councillors agreed that the financial position was very good in such challenging times. Cllr Aarons asked that thanks be officially minuted to the Executive Officer and Asst Clerk for their management of the situation and for controlling the budget so well.

#### **09/21 Review of Cemetery Pricing**

All councillors have received a comparison document and explanatory notes outlining current prices, suggested increase and comparisons to adjacent Burial Authority charges.

It was **resolved** to recommend to full council for full council approval an increase of 10% on Cemetery pricing and to raise the non resident fees to 3 times the resident charge

#### **10/21 Discuss Draft Budget 2021/2022 and Recommend Approval by Full Council**

All councillors have received a copy of the draft budget for 2021/2022.

Following some discussion, it was **resolved** to recommend the draft budget to full council for full council approval.

#### **11/21 Discuss Precept Request 2021/2022 and Recommend Approval by Full Council**

It was **resolved** to recommend a precept request of £330,000 to full council for full council approval.

This equates to a Band 'D' council tax payment of £170.78, an increase of £2.46 per annum, a 1.4% increase.

#### **12/21 Review of Moulton Village Hall Finances November and December**

All councillors had received a copy of the following Documents:

Moulton Village Hall Receipts and Payments months ended 30<sup>th</sup> November and 31<sup>st</sup> December 2020

Moulton Village Hall Financial Statement months ended 30<sup>th</sup> November and 31<sup>st</sup> December 2020

It was **resolved** to approve the Moulton Village Hall Trust financial position months ended 30<sup>th</sup> November and 31<sup>st</sup> December 2020.

#### **13/21 Review Quote Received for Remote Access to Public Gardens CCTV system**

It was **resolved** to accept the quote to provide remote access to Public Gardens CCTV system.

#### **14/21 Review Quotes for Groundworks and Spare Parts Play Area Inspections**

It was **resolved** to accept the quote for remedial groundworks identified in the Play Area Inspections.

It was **resolved** to accept the quote from Eibe for spare parts required in the Play Area Inspections.

### **15/21 Review quotes for Groundworks Sustainable Urban Drainage Basins**

A ROSPA Safety Inspection carried out on the Sustainable Urban Drainage ponds (SUDS) had identified a need for further hostile planting on the Carey Fields attenuation basins.

A quote had been received for £4148.

It was **resolved** to recommend the quote be approved by full council.

### **16/21 Review quote for Fireproof Cupboard Parish Office (Emergency Plan recommendation)**

It was **resolved** to accept the quote for a fireproof filing cabinet.

### **17/21 Review Quote for Purchase and Installation of Replacement Litter Bin**

It was **resolved** to accept the quote for purchase and installation of a replacement litter bin on Park View.

### **18/21 Discuss Overstone Leys Public open Space Greenworks contracts**

After some discussion it was **resolved** to contact David Wilson Homes and discuss options for the transfer of Public Open Space on the Overstone Leys development for discussion at the next full council meeting.

### **19/21 Update on Café Cart Public Gardens**

The EO reported that agreement had been reached with the owner of the coffee cart for use of the Gardens and part use of the storage shed.

### **20/21 Update on Library**

The EO reported that the funding agreement between DDC and MPC had been signed and executed. MPC had received £184,000 from DDC to pay NCC for the surrender of the lease. NCC's solicitor had been contacted to determine a completion date. Once a date has been agreed, the monies would be paid to NCC.

### **21/21 Update on Memorial Project**

Cllr Aarons reported that a meeting had been held with Moulton College to discuss design details and a drawing was awaited. The EO reported that to date MPC had funds of £1300 towards the project with the possibility of further funding from the Worshipful Company of Masons Charitable Trust once plans and location are firm. The EO has contacted the Conservation Area Officer at DDC who will assist in determining if the project can be undertaken within Permitted Development Rights or will require a Planning Application.

### **22/21 Update on COVID response/Plans for 2021**

Full council were fully briefed on 3<sup>rd</sup> November on MPC Covid Winter Response. A summary is detailed below:

#### **Parish Team**

All of the Admin Team will continue to work as normal and are set up and ready to work from home. Mary Jane and Anne will be the primary contacts for the volunteer scheme and will manage this for the winter period. The EO holds the parish mobile for any lockdown periods and answer all calls.

All members of the team have been written to - allocating tasks and reminding them to take care of their own wellbeing whilst supporting the community under lockdown restrictions, particularly those staff members with school age children.

**Residents Communication**

All households in Moulton parish and Moulton Leys (3500) have received the latest newsletter outlining the volunteer scheme and contact numbers and email address by this evening. A copy of the letter is also available on the website.

The Parish website has been updated and when accessed a 'pop up' appears containing the latest information.

The Parish landline has a new recorded message and callers will be redirected to the parish mobile or email address.

**Moulton Community Centre and Moulton Village Hall**

Both venues are currently closed until further notice. Little Acorns Pre School will continue to operate as normal. Moulton GP surgery are using the centre for the Covid Vaccination Programme and Flu Clinic. All hirers have been contacted.

Shaun, our caretaker will visit the community centre every other day to check the building for leaks/problems etc.

John, our caretaker at the village hall will carry out similar regular checks.

**Public Gardens/Play Areas/Public Open Space**

All areas will remain open and operational. Play equipment will continue to be cleaned and managed as per COVID Risk Assessments.

Vespaccino will continue to operate in the Public Gardens offering a takeaway service only as per current Covid regulations.

**Moulton COVID-19 Volunteer Support Scheme**

Our COVID-19 Volunteer Support Scheme continues to assist residents with shopping, collecting prescriptions, dog-walking and friendly phone calls. The Volunteer Scheme is registered with the Northants Community Resilience Hub (NCC). We work in partnership with Moulton Surgery and Moulton Pharmacy to ensure anyone needing assistance is receiving it.

**23/21 Date of Next Meeting**

Next Finance Committee Meeting Date: Monday 25<sup>th</sup> January 2021 @ 4pm

Meeting Closed at 5.05pm

**Chairman's Acceptance Signature..... Date.....**