

Finance Committee
MINUTES OF MEETING

Date: Wednesday 28th July 2021 @ 4pm

Venue: Moulton Community Centre

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.

95/21 Conduct a Public Session (Duration and content at Chairman's discretion)

None Required

96/21 Record Attendance, Apologies, Absence

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

Public: None

Apologies: None

97/21 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

98/21 Accept Minutes of Finance Committee Meeting held on 29th June 2021

It was **resolved** to accept the minutes of the Finance Committee held on 29th June 2021.

99/21 Report on Previous Agenda Items

None – items appear on the agenda below or have been dealt with at full council.

100/21 Review August Exception Payments to Date

None

101/21 Review of:

- a. Income and Expenditure Account for June 2021
- b. Bank reconciliation Statements June 2021
- c. Ear Marked Reserves

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 Account June 30th 2021 and Budget Discrepancy Document June 30th 2021

Cllr Paul informed the Finance committee that the Parish Team were beginning to look more strategically at the maintenance requirements for the community centre for years 5 -10 to ensure adequate budgeting is in place.

Agenda item b – Bank Reconciliation Statements June 30th 2021

Agenda item c - Ear Marked Reserves June 30th 2021

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

102/21 Review of Moulton Village Hall Finances June 2021

All councillors had received a copy of the following Documents:

- Moulton Village Hall Trust Receipts and Payments Summary 30th June 2021
- Moulton Village Hall Trust Financial Statement 30th June 2021

103/21 Moulton Library

a. Update on CIO Application

The application for the Library/Health and Wellbeing Hub to become a Charitable Incorporated Organisation has been approved by the Charity Commission. The registered Charity number is 1195121 and is listed as Moulton Community CIO. Date of Registration 9th July 2021. Trustees are as follows:

Cllr Fehnert (4 year term)

Cllr Paul (3 year term)

Cllr Aarons (3 year term)

Executive Officer (2 year term)

More trustees to be appointed from volunteers/partners/councillors.

b. Consider Proposals for Sponsorship

It was resolved to progress the initiative of sponsorship of the library shelves

c. Consider Proposals for Library Shop

It was **resolved** to progress the offer of library shelving to local businesses to sell their products.

Cllr Paul informed the committee that proposals for the future including offering a small selection of cards, gift bags and wrap for sale to supplement income for the CIO

104/21 Consider Quotes Received for Works to Cemetery Path

All councillors had received the document outlining the views of the Landscape Officer.

Three quotes had been received for the works to the path.

It was **resolved** to recommend to council that the quote from AJ Mills for £6250.00 + VAT be accepted and works progressed.

105/21 Moulton Village Hall Update

It was **resolved** not to progress the redecoration at this moment.

106/21 Consider new Welcome Pack

It was **resolved** to accept the quote of £140 for 'Welcome to Moulton' stickers

107/21 Moulton Community Centre

a. Consider Quotes for Archive Window

It was **resolved** to recommend to full council the acceptance of the quote for £3554.00 + VAT for the installation of the Archive Window

b. Consider Quotes for Kitchen Main Hall

It was **resolved** to recommend to full council the acceptance of the quote for £7954.00 + VAT for the installation of the kitchen in the main hall

c. Consider Quote for Air Conditioning Parish Office

It was **resolved** to accept the quote of £1600.00 + VAT to supply and install air conditioning in the Parish Office.

It was **resolved** to accept the quote of £345.00 + VAT for electrical works needed to support the install.

108/21 Consider Quote received for Tree Works Public Gardens (to accommodate memorial)

It was **resolved** to accept the quote of £220 for works to a tree in the Public Gardens

109/21 Consider Quotes for Remedial Works to SUDS and Busbys Meadow

It was **resolved** to recommend to full council the acceptance of the quote for £2995.00 + VAT for remedial works to Busbys Meadow.

It was **resolved** to recommend to full council the acceptance of the quote for £2245.00 + VAT for remedial works to the SUDS at various sites.

It was **resolved** to accept the quote for £1950.00 + VAT for additional planting at Carey Fields SUDS.

It was **resolved** to accept the quote of £1340.00 + VAT to replace the grating on the inlet pipe on the Public Gardens stream.

110/21 Consider Quote for Sponsorship Stickers for Litter Bin

It was **resolved** to approve the quote for the sponsorship stickers for litter bins

111/21 Consider Quotes for Noticeboards/Information Boards

It was **resolved** to recommend to full council the acceptance of the quote for £10,140 + VAT for the supply and installation of 5 x oak village noticeboards, 3 x 3 legged display signs (Busbys Meadow and Crowfields) and 1 x information board to house the Village Trail.

112/21 Date of Next Meeting

Next Finance Committee Meeting Date: Tuesday 24th August @ 4pm

Meeting Closed at 5.05pm

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