

**Minutes of the Finance and General
Purposes Committee**

The Committee met at 8.10pm on **Monday 2nd December 2019** in The Parish Hall in Great Baddow. Councillor C Shaw chaired the meeting.

Present: Councillors C Shaw, A Sosin, V Chiswell, S Young, B Kilvington, K Liley, K Ronaldson, D Ronaldson and P Sadowsky

In Attendance: Clare Milligan, Clerk to the Council
Cllr M Mahil

530/19 Apologies for Absence

No apologies

531/19 Declaration of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non-Pecuniary Interests.

532/19 Minutes

The minutes of the meeting held on 4th November 2019 were signed as a true copy.

533/19 Public Question Time

There were no members of the public present.

534/19 Clerk's Report

Nothing to report

535/19 Financial Transactions

1. There were no amendments to the Expenditure for October 2019.
2. The Income as at the end of October 2019 was **£21,232.92** (£22,175.87 Net)
3. The Expenditure as at the end of October 2019 is **£37,541.71** (£35,484.29 Net)

The above items were proposed for acceptance by Cllr C Shaw, seconded by Cllr V. Chiswell agreed by 7 councillors and 2 abstained.

Date	Number	PAYEE	Amount	VAT	TOTAL
11/11/19	BACS	Stanley Tee LLP – Solicitor fees for light	£1,250.00	£0.00	£1,250.00
29/11/19	BACS5	Berewood Ltd – Lawnmower services	£721.45	£144.29	£865.74
29/11/19	BACS12	Elm Horticultural - Contract for	£4,260.00	£852.00	£5,112.00

VC

		Cemetery & Allotments & cricket			
29/11/19	BACS21	NBB – Benches for Recreation Ground	£920.00	£184.00	£1,104.00
29/11/19	BACS22	Noticeboard Co. – notice board	£553.98	£110.80	£664.78
29/11/19	BACS25	Rigby Taylor – Maintenance of football pitches	£497.76	£99.55	£597.31
29/11/19	BACS27	RST – Drainage of Football pitches	£600.00	£0.00	£600.00

536/19 Financial Review

A copy of the summary income and expenditure was circulated. The Clerk reported that as at the end of November 2019 the total expenditure stood at 69.5% and the total income at 94.7% of budget. The Clerk has no concerns about this. These were all accepted and agreed.

537/19 Wifi and Laptops

The Clerk presented a report and a discussion by the committee followed regarding the purchase of laptops and the installation of WiFi throughout the Parish Hall. The clerk requested that 4 laptops be purchased to replace the desk top computers in the main office and grounds office and also for WiFi to be installed in the Parish Hall. The cost of the laptops (£2,499.96) is budgeted for in the reserves in code 2119 and the Clerk suggested that the cost of the WiFi (£1,964.82) come out of code 2108 Election Cost, as this funding will no longer be spent this financial year. Proposed by Cllr C Shaw, seconded by Cllr K Liley and agreed unanimously. The Clerk was asked to officially undertake a virement for the cost of the WiFi from code 2108 to code 2119.

538/19 Grants 20/21

Cllr C Shaw introduced discussion about the previously circulated application for a grant. It was agreed to give a grant to Sandon Guides of £105.00.

539/19 Matters for information

1. Cllr V Chiswell advised that the bins at Meadgate shops are overflowing and asked the Clerk to investigate who empties them and ask for them to be emptied as soon as possible.
2. Cllr V Chiswell, S Young and C Shaw asked the Clerk to contact the Vineyards management company to again ask them when the crossing will be repainted, new bins installed and when the council can see the parking figures for the Vineyards.
3. Cllr P Sadowsky advised that the next task force meeting will be taking place in January. He also advised that all information can be looked at on the Army & Navy task force website.
4. Cllr C Shaw advised that she had received a letter from HMRC regarding the valuation of the Bell Centre. The Clerk will go on line to advise HMRC that the Parish Council no longer leases this building.

VC

5. The Clerk reminded all councillors that the presentation for the Petanque will take place before the council meeting on Monday 9th December at 7pm.

There being no further business the meeting was closed at 9.20pm.

Signed.....*V. Curwell*.....Chairman.....*9.12.19*.....Date