

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

The Committee met at 8.00pm on **Monday 30th September 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 and P Sadowsky

In Attendance: Clare Milligan, Clerk to the Council

392/19 Apologies for Absence

Apologies were received and agreed for S Young, D Ronaldson and K Ronaldson. ^{FOR LATENESS}

393/19 Declaration of Interests

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

8.05pm Cllr S Young joined the meeting.

394/19 Minutes

The minutes of the meeting held on 2nd September 2019 were agreed with the following changes: J Sosin to be changed to A Sosin in the list of those present and for point 322/19 item 6 to delete the words 'GBENA and'. Proposed by Cllr C Shaw, seconded by Cllr V Chiswell.

395/19 Public Question Time

There were no members of the public present.

396/19 Clerk's Report

1. Playground Surface – The surface is now complete. The council has received several compliments for the area.
2. GBENA Grant – The Invoice for this was not paid until the end of August therefore the deposit of £500 was null and void.
3. BT – Nothing further has arisen regarding BT. No invoices have been paid and the Clerk has tried to contact them on numerous occasions. The Clerk will keep monitoring this and update the councillors when anything further happens.
4. Tennis Gates – The Clerk explained that as she was not here for the last meeting some confusion occurred over the tennis gates insurance claim. The Clerk advised that the funding was received in 18/19 but the bill for the works was in 19/20 which is why it looks like the cost code is over drawn.
5. Electrical contract – This is now all completed.
6. Sit On Mower – This is still being looked into and once the Grounds Staff have found the right machine the Clerk will bring the item back to F&GP. However, the funding for this has been accounted for in the budget for

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2020/21. A discussion then took place regarding the funding and the Clerk was asked to check to see if this is still needed or if there would be any carryover from 2019/20.

397/19 Financial Transactions

1. There were no amendments to the Expenditure for August 2019
2. The Income up to 27th September 2019 is **£222,204.11.00** (£220,916.28 Net)
3. The Expenditure up to 30th August is **£45,031.00** (£42,011.91 Net)

The above items were proposed for acceptance by Cllr C Shaw, seconded by Cllr V Chiswell.

The following payments were issued to cover expenditure of over £500.

Date	Number	PAYEE	Amount	VAT	TOTAL
27/09/19	DD	Neopost – postage	£600.00	£0.00	£600.00
27/09/19	BACS3	Blainey Roofing – Repair to the porch roof over CR 2	£940.00	£188.00	£1,128.00
27/09/19	BACS5	Chelmsford City Council – Waste Collection & Noakes Place lease	£1,546.35	£0.00	£1,546.35
27/09/19	BACS8	Elm Horticulture Ltd – Contractual monthly charges.	£4,260.00	£852.00	£5,112.00
27/09/19	BACS10	J Gard & Sons – Supplies for stage flooring	£641.19	£128.23	£769.42
27/09/19	BACS13	PK Littlejohn – External Audit fees	£1,300.00	£260.00	£1,560.00
27/09/19	BACS16	Rigby Taylor – Football pitch renovations	£616.90	£123.38	£740.28
27/09/19	BACS18	Thorndon Security – Annual Contract	£538.00	£107.60	£645.60
27/09/19	BACS 21	Viking – Office Furniture	£1010.12	£199.47	£1,209.59
27/09/19	BACS22	Wickford Flooring – Office and backstage flooring	£3,866.66	£773.34	£4,640.00

398/19 Financial Review

A copy of the summary income and expenditure was circulated. The Clerk reported that to 27th September 2019 the total expenditure stands

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at 56.8% and the total income at 89.6% of budget. The Clerk has no concerns about this.

399/19 F&GP Budget 2020/21

Cllr C Shaw introduced discussion about the previously circulated draft budget. The budget was agreed with changes to codes 2115, 2116, 2119, 2120, 2123, 2131, 2133 & 2135. Proposed by Cllr C Shaw, seconded by Cllr S Young and agreed unanimously.

400/19 Parish Hall Budget 2020/21

Cllr V Chiswell introduced discussion about the previously circulated draft budget. The budget was agreed with changes to codes 6177, 6179 and 6141. Proposed by Cllr V Chiswell, seconded by Cllr K Liley and agreed unanimously.

401/19 Valuation of Buildings

The Clerk had previously circulated the quotes for the valuation and it was agreed to go ahead and use TMA Chartered Surveyors. This was proposed by Cllr C Shaw, seconded by Cllr K Liley and agreed unanimously.

402/19 Padel Board Court

A discussion took place regarding the previously circulated proposal from the company regarding setting up a padel board court. It was agreed that the Clerk would contact the company and ask them to give the council a presentation on the matter as there were several questions that the councillors would like to ask. It was also agreed that the Clerk would ask the company if they could arrange for councillors to visit an already set up court. This would all then be brought back to the November Council meeting.

403/19 Grants

The Clerk informed the committee of the extra information that was required. A discussion then took place and it was decided that The Dance Network Association did not qualify for the grant. The Clerk is to write to the organisation and advise them of the outcome.

404/19 Financial Regulations

The Clerk clarified item 5.5c. The regulations were proposed by Cllr C Shaw, seconded by Cllr V Chiswell and agreed unanimously.

405/19 Matters for information

1. Cllr P Sadowsky advised that he had attended a task force meeting for the Army and Navy roundabout and gave an update. He advised that the old flyover at the Army & Navy will never reopen and will be demolished as soon as possible.

There being no further business the meeting was closed at 9.12pm.

Signed.....*V. Chiswell*.....Chairman.....*7.10.19*.....Date