

## Minutes of the Finance and General Purposes Committee

The Committee met at 8.10pm on **Monday 6<sup>th</sup> January 2020** in The Parish Hall in Great Baddow. Councillor C Shaw chaired the meeting.

Present: Councillors C Shaw, A Sosin, V Chiswell, S Young, K Liley, M Mahil and P Sadowsky

In Attendance: Clare Milligan, Clerk to the Council

### **009/20 Apologies for Absence**

Apologies were received and agreed from Cllrs B Kilvington, D Ronaldson and K Ronaldson. Cllr M Mahil substituted for Cllr B Kilvington.

### **010/20 Declaration of Interests**

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

### **011/20 Minutes**

The minutes of the meeting held on 2<sup>nd</sup> December 2019 were noted.

### **012/20 Public Question Time**

There were no members of the public present.

### **013/20 Clerk's Report**

1. Wifi and Laptops – The Wifi is all up and running and there is a separate domain for public and councillors and then one for staff. The laptops have all been purchased and are being used by all staff. This has been a successful migration.
2. The Vineyards – The clerk contacted the management company and they have advised that the zebra crossing will be repainted as soon as possible, the data from the car park will be sent to the council as soon as possible and the recycling bins will be installed within the next month. The Clerk will contact the Library to find out who empties the bins in the area outside the building.
3. Meadgate Bins – The clerk was reminded to find out about the emptying of the bins

### **014/20 Financial Transactions**

1. There were no amendments to the Expenditure for November 2019.
2. The Income as at the end of December 2019 was **£10,617.81** (£10,570.14 Net)
3. The Expenditure as at the end of December 2019 is **£44,196.81** (£40,956.07 Net)

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The above items were proposed for acceptance by Cllr C Shaw, seconded by Cllr S. Young and agreed unanimously. The totals included the subtraction of the duplicate Charge Card payments totalling £427.79 on the expenses.

All payments can be seen on Appendix A.

#### 015/20 Financial Review

A copy of the summary income and expenditure was circulated. The Clerk reported that as at the end of December 2019 the total expenditure stood at 75.5% and the total income at 96.8% of budget. The Clerk has no concerns about this. These were all accepted and agreed.

#### 016/20 Sit on Mower

The Clerk had previously circulated information regarding a new sit on mower for the grounds. The council discussed the various options the Clerk had suggested and agreed that a new John Deere 7400A was the preferred option at a cost of £32,750.00. The clerk explained that if the council bought the mower on hire purchase this would incur a 3.6% interest charge. It was suggested by Cllr A Sosin that the mower be bought outright from the reserves in the bank rather than via hire purchase. Proposed by Cllr A Sosin, seconded by Cllr K Liley and agreed unanimously. The Clerk was asked to prepare a report for full council on Monday 13<sup>th</sup> January, including a cashflow report, for approval.

#### 017/20 Matters for information

1. Cllr K Liley asked for Bus 51 to be on the agenda for the Council meeting on Monday 13<sup>th</sup> January 2020.
2. Cllr M Mahil asked for the Council Mission Statement be put on a Council agenda. The Clerk will put this on the February agenda.
3. Cllr A Sosin advised that anti-social behaviour had been taking place inside Armstrong Gibs House and that the residents are thinking of setting up a Neighbour <sup>hood</sup> Watch VC
4. Cllr A Sosin advised that he had reported potholes in Meadgate Avenue to Essex Highways.
5. Cllr S Young asked for the plastic pledge from Love Essex to be put on the Council agenda. The Clerk will put this on the February agenda.
6. Cllr C Shaw advised that she had read in the latest Clerks Direct that by law City and County councils cannot own allotments in areas that have their own Parish Council. The Clerk will look into this further and investigate the other allotment sites in Great Baddow.
7. The Clerk reminded all councillors that the Allotment Presentation was this coming Thursday 9<sup>th</sup> January 2020 at 7.30pm.

There being no further business the meeting was closed at 9.10pm.

Signed.....*V. Curwen*.....Chairman.....*13.1.20*.....Date

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