



Minutes of the Finance and General Purposes Committee

The Committee met at 7.30pm on **Monday 8th June 2020** holding the meeting via Zoom.

Councillor C Shaw chaired the meeting.

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

In Attendance: Clare Milligan, Clerk to the Council

198/20 Apologies for Absence

Apologies received and accepted for Cllr S Young who advised she would be late to the meeting.

199/20 Declaration of Interests

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

200/20 Minutes

The minutes of the meeting held on 2nd March 2020 were noted.

201/20 Public Question Time

There were no members of the public present.

202/20 Clerk's Report

1. Library Bins – The Clerk has contacted the relevant person at Chelmsford City Council and is awaiting a reply.
2. Allotments within the Parish – The Clerk has contacted the relevant person at Chelmsford City Council and is awaiting a reply.
3. Speed Watch in Church Street – The Clerk has contacted the police and the Special Constabulary will rota this into their schedule.

203/20 Financial Transactions

1. There were no amendments to the Expenditure for February, March and April 2020.
2. The Income as at the 31st March 2020 was **£17,543.86**, as at 30th April 2020 was **£233,059.93** and as at 31st May 2020 was **£16,845.00**.
3. The Expenditure as at the 31st March 2020 was **£42,244.68**(£40,582.91 Net), as at 30th April 2020 was **£264,339.34**(£262,627.05 Net) and as at 31st May 2020 was **£77,025.96**(£68,259.39 Net).

The above items were proposed for acceptance by Cllr C Shaw, seconded by Cllr D Ronaldson and agreed unanimously.

All payments can be seen on Appendix A.

204/20 Financial Review

A copy of the summary income and expenditure was circulated. The Clerk reported that as at the end of May 2020 the total expenditure stood at 18.0% and the total income at 43.9% of budget. The Clerk was asked to look at the coding of the NI for all salary budgets and the coding for the allotment income. Other than these requests the Clerk has no concerns about the income or expenditure. These were all accepted and agreed. Copies of the bank reconciliations for the main account, deposit account and the petty cash for May were circulated. The clerk went through these and these were accepted, agreed and signed as a true statement.

205/20 Allotment Compost Area

The Clerk had previously circulated the quote from Elm Horticultural for having Type 1 laid within the composting area to allow easier access for the grave digger and the council staff, especially during wet weather. It was proposed that the quote be accepted, and the work be carried out. Proposed by Cllr C Shaw, seconded by Cllr B Kilvington and agreed unanimously.

206/20 Bus Shelter

The Clerk had not received any further correspondence with Essex Highways regarding the proposed Gowers Avenue bus shelter. The Clerk recommended that although Chelmsford City Council advised the cost for the shelter would be £10,500.00 that the Council spend no more than the budgeted for £7,000. After further discussion the Clerk was asked to contact Essex Highways again and advise that the council were able to organise a shelter for the area at a lower cost and are prepared to go ahead and do this. The Clerk was to give Essex Highways a time limit to reply and to stipulate that if no reply was received the council would assume that Essex Highways were happy with the proposal.

Proposed by Cllr C Shaw, seconded by Cllr K Liley and agreed unanimously.

207/20 Matters for information

1. Cllr K Ronaldson advised that the police crime report this week had listed an incident where solar lights and ornaments had been taken from a grave in Vicarage Lane. Cllr Ronaldson asked the Clerk if she knew about this and the Clerk advised nothing had been reported to her. The Clerk advised she would contact the Assistant Clerk to see if she knew anything.

Cllr S Young joined the meeting at 8.02pm

2. Cllr S Young wondered whether the council could contact the person who arranges the Village Market in the URC building and see if they would like to organise it in the Recreation Ground now that outside markets are allowed to take place. All councillors thought this was a good idea and the Clerk will contact the individual.

There being no further business the meeting was closed at 8.21pm.

Signed.....Chairman..... Date