

## Swilland and Winesham grouped Parish Council

*Clerk to the Parish Council: Steve Barron*

Telephone: 07719 176917

Email: swill-witpc@outlook.com

Website: www.swillandandwinesham.onesuffolk.net

### MINUTES

#### Finance Committee Meeting Wednesday 9th March 2022 at 7.30pm The School Room Winesham Baptist Church

1. Chairman welcomed everyone to the meeting. Present: Dr Nicol (Chair), Mr Templeman and Dr Williams. Apologies: None
2. Declarations of Interest: Dr Nicol is a next-door neighbour of one of the funding applicants and his spouse is a member of the Village Show Committee (both item 4).
3. Minutes of the Finance Committee Meeting of 2<sup>nd</sup> November 2021. These were confirmed as a true record and were signed by the chair.
4. To consider requests for funding assistance for Queens Platinum Jubilee Event and budget if appropriate before presenting to full council for approval.  
Chair explained that Mr Henley, as Village Champion for the Queen's Platinum Jubilee (QPJ) celebrations and as a PC member, had attended a community QPJ meeting on 8<sup>th</sup> March and had submitted a list of items for the PC Finance Committee to consider at tonight's meeting. These were discussed and the following was agreed.
  - a) A budget of £85 was agreed to reimburse the organiser of the Flower Show for multiple items relating to presentation. Clerk would notify the organiser and seek receipts for re-imburement.
  - b) The Village Show Committee had experienced financial loss during C19 as expenditure on the proposed 2020 show was not recovered due to cancellation of the show. In order for the financing to be recovered, it was agreed that the PC will budget £100 for the Clerk to order copies of the Jubilee Village Show schedules once the templates were obtained from the Jubilee Village Show Committee.
  - c) Dr Williams had written to the School requesting use of the School toilets for the QPJ event on the fields by those attending. The PC was hoping for a positive reply. However, for health and safety reasoning, in a worst-case scenario, it was agreed to budget a safety net amount of £250 for three portable toilets pending any refusal from the School of Dr Williams request and hence, to meet any subsequent shortfall in WCs if needed.

**Total budget added from reserves for full council to approve for QPJ was £435. The £250 safety net amount may not be included**

**if deemed unnecessary by full council on 16<sup>th</sup> March pending School response.**

5. To consider condition and possible resurfacing of the Recreation Ground Car Park.

Chair reminded the meeting that this item had been delegated to the FC from full council at the January meeting. Funding had been agreed of up to £2k from reserves and a potential £1.5k from ESC Cllr Tony Fryatt. Three quotes had been requested of which only one had been received at a cost of £6250 plus VAT to resurface the section concerned, plus the pavement and traffic management which was included. A request to re-quote without doing the pavement part (SCC responsibility) had resulted in no response from the supplier. **It was agreed to abandon the tarmac option and to obtain a quote and proceed to order, to apply grit to the affected area on the car park. Subsequently a request to SCC to attend to any pavement concerns could be raised. Clerk would progress.**

6. To consider any required adjustments to current Parish Council Budget for 2022 – 2023 and reserves due to changes in projects requirements. Gibraltar Crossroads project and QPJ celebrations required amendments to the 2022-23 budget. Phone box makeover of £2k was removed. Other minor tweaks were APM budget topped up to £100 and annual grass cutting increased to £2100.

Added budgets were QPJ of £435 and Gibraltar Crossroads of £9.5k with associated grant funding also added.

**The resulting agreed budget for full council to approve was £27,449.24p income (including grants and draws on reserves) and £27,255.00p expenditure.**

7. Matters to be brought to the attention of the Parish Council Finance Committee. None.

Meeting closed at 8:25 p.m.