



**Oulton Broad Parish Council**  
**Minutes of the Finance Committee**  
**for the meeting of 20<sup>th</sup> May 2020**  
**held virtually using Zoom**

**Present:** Councillors Christine Ashdown, Benvenuto Falat, Brian Keller, Sandie Keller, Andrew Page (Chairman) and Andy Penman.

**Also, in attendance:** Tina Page (Clerk).

**F151. Welcome.**

**F152. Announcement on Reporting.**

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

**F153. To receive and consider acceptance of apologies for absence:** None

**F154. Declarations of Interest and dispensations.**

F154.1 To receive Declaration of Disclosable Pecuniary and Non-Pecuniary interests from councillors on items on the agenda - None

F154.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests. - None

F154.3 To note any dispensations previously granted. – None

**F155. Minutes.**

Minutes for the outstanding meetings will be approved once we have face to face proper meetings.

F155.1 To review outstanding issues from last meeting.

F51. Clerk to chase Barclays Bank for the debit card – the Clerk has reminded them again and will be sending the card to the Clerk’s personal address.

**F156. Public Forum.**

No members of public attended

**F157. Payments:**

**OBPC**

Norse	Partnership Fees	7710.00
Rialtas	Year End Closure	432.00

**8142.00**

Cllr Page discussed about the need for hand sanitiser and at the moment one of his suppliers is offering a deal. Minimum order is £250.00, **Action Cllr Page** to order the hand sanitiser. Proposed to pay £8142.00 by Cllr Falat and seconded by Cllr Page.

**ALL AGREED**

**F158. To discuss and agree the additional solicitor fees for Monckton, regarding s38 highways agreement:** It was agreed to ask Norton Peskett for their services. Proposed by Cllr Ashdown and seconded by Cllr S Keller. **ALL AGREED**

**F159. To receive an update for the rebuild of the shelter and agree any additional costs:** This will be followed up by Cllr S Keller. **Action Cllr S Keller** to contact Lowestoft College.

**F160. To discuss and agree the year end accounts, General Reserves and Ear Marked Reserves:** It was noted that the asset register needed to be updated with the noticeboards. Accounts were noted and approved by Cllr Page and seconded by Cllr Penman. **ALL AGREED**

**F161. To discuss the need to change the receipts and payments accounting system to income and expenditure:** The accounts now exceed to £200,000 limit for receipts and payments. By law, we now need to change to Income and Expenditure accounting system for OBPC. The Clerk has discussed this with Rialtas and they will charge £300, to move the system over. It was noted that NEP Trust will stay on Receipts and Payments. Proposed by Cllr S Keller and seconded by Cllr Ashdown. **ALL AGREED**

**F162. Items for the next agenda:**

It was noted that the electrical work has been completed in the Yacht Club shed for the switching of the CCTV. This means that the power will be on 24 hours 7 days a week. There was a discussion as to who will pay the contractors bill. It was agreed to pay 50% of the bill. **Action Clerk** to speak to IHT and Sentinel once the Lockdown is over.

**To note date of next Finance Committee Meeting** It was agreed to go back to the normal meetings dates and times, although virtually for the time being. Date of next meeting will be 1<sup>st</sup> July 2020.

**F163. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted:**

Items discussed at close section.

There being no more items to discuss the meeting closed at 7.00pm

Minutes approved on ..... 2020

Signed .....  
Finance Chair