



## Oulton Broad Parish Council

### Minutes of the Finance Committee

### for the meeting of 6<sup>th</sup> November 2019

held in The Pavilion, Nicholas Everitt Park, Oulton Broad

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

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

**F90. Welcome:**

Cllr Page welcomed everyone to the meeting.

**F91. Announcement on Reporting:** The right for the public to record the meeting were noted. However, there were no members of the public.

**F92. Apologies:** Cllr B Falat.

**F93. Declaration of interests and dispensations**

F93.1 Declaration of Disclosable Pecuniary and Non-Pecuniary interests.

None.

F93.2 Receipt of written interests.

None

F93.3 Dispensations granted.

None.

**F94. Minutes:**

To approve the accuracy of the minutes of the 3<sup>rd</sup> October 2019. The minutes were agreed as being an accurate record. Proposed by Cllr Penman and seconded by Cllr S Keller.

**4 AGREED  
1 ABSTAINED**

F94.1 To review outstanding issues from last meetings:

F51. Clerk to chase Barclays Bank for the debit card – Chased last week, will chase again next week.

F88. Clerk to source from Cozens Christmas Lights – this was previously agreed by the Full Council. Clerk just confirming the go ahead to order them. It was stated to order white. *However, the Full Council approved coloured, so coloured will be ordered.*

**F95. Public Forum:** No members of the public present.

**F96. Payments:** To agree payments as per payment schedule:

**BACS**

<b>Waveney Norse</b>	Partnership Agreement	£6,285.60
<b>W.A.S</b>	Contamination testing	£3,300.00
<b>Claranet</b>	Domain Renewal	£64.27
<b>Sandra Challis</b>	Cleaner services	£85.50
<b>Martin Hailes Design Ltd</b>	Newsletter design and print	£1,102.80

		£10,838.17
<b>Direct Debit</b>	Daisy Communications	£65.63
		<b>£10,903.80</b>

The Clerk mentioned that The Broads Society membership is up for renewal £16.00. The website appears to be out of date and needs to be managed better.

The Clerk had a meeting with Visit the Broads, the website is brilliant for tourism. They are concentrating on the Southern area of the broads, next. To join is £75.00, comes with a pocket guide to advertise our events etc. It was proposed to agree to pay the £75.

Proposed to agree the Bacs transactions £10,838.17 plus the £75, by Cllr Penman and seconded by Cllr S Keller.

**ALL AGREED**

**F97. To receive an update on payments and receipts for October 2019:** Will send out to the team.

**F98. To approve the bank reconciliations for October 2019:** Handed to Cllr Penman before the meeting.

**F99. To receive an update on 20/21 budgets and agree the precept:** There was a long discussion over the budget headings and some were adjusted and taken out. Cllr Ashdown mentioned the Clerk's pension contributions, and her entitlement, the Clerk left the room for this discussion. Precept so far will be an increase of 9%. Take the working draft to full council for 18<sup>th</sup> November 2019.

**F100. To discuss the moving of monies from the Savings Account to the Community Account and agree any action:** It was agreed that the RFO would have the permission to move whatever was needed to the Community Account to keep the balance in credit. It was proposed to move £10,000 at a time, by Cllr S Keller and seconded by Cllr B Keller.

**ALL AGREED**

**F101. Items on the next agenda:**

The Clerk asked the Committee on what is needed with regards to the land at Monckton Avenue. Ask Dermot if the settlement we will be receiving from Badgers, would be appropriate for the work and fencing we will need to complete. The Clerk had noticed that the fencing was missing. **Action Clerk** to speak to Badgers regarding the missing fence.

Speed Awareness Machine – has been requested in Higher Drive. Approximate cost £4,000, locality budget may be able to help.

Setting up a Community shop.

Norse meeting – it was agreed to provide food for the meeting with Norse as it is an evening meeting.

Vertas Contract, the Clerk explained her problems and concerns regarding the running of the utilities. It was agreed for the Clerk to speak to them and try to cancel the contract with OBPC.

**Date of next meeting:** 4<sup>th</sup> December 6pm.

**F102. 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:**

There being no more items to discuss the meeting closed at 7.30pm  
OBPC Finance Committee

Minutes approved on .....4<sup>th</sup> December..... 2019

Signed .....  
Finance Chair