



Oulton Broad Parish Council
Minutes of the Finance Committee
for the meeting of 1st May 2019

held in The Pavilion, Nicholas Everitt Park, Oulton Broad

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

Also, in attendance: Tina Page (Clerk).

F177. Welcome:

Cllr Page welcomed everyone to the meeting. The right for the public to record the meeting were noted. However, there were no members of the public.

F178. Apologies: Cllr Cooper did not attend.

F179. Declaration of interests and dispensations

F179.1 Declaration of Disclosable Pecuniary and Non-Pecuniary interests.

None

F179.2 Receipt of written interests.

None

F179.3 Dispensations granted.

None.

F180. Minutes

F180.1 To approve the accuracy of the minutes of the 3rd April 2019.

The minutes of 3rd April, the location of the meeting needed to be noted. Otherwise the minutes were agreed as being an accurate record. Proposed by Cllr B Keller and seconded by Cllr Ashdown.

5 AGREED
1 ABSTAINED

F180.2 To review outstanding issues from last meeting.

F158. Clerk to see whether PKF LittleJohn will undertake an Independent Examination Report for the NEP Trust. Clerk reported that she would prefer someone local, for example Lovell and Blake. **Action Clerk** to contact them.

F168. To agree the bank reconciliation for March 2019 – Agreed

F171. Clerk to obtain quotes for the intruder and fire alarm systems for the Museum and Park Café – Current supplier quote was £625.00. Quote 2 was £586 + 70 set up. Quote 3 was £440 + emergency lighting £84 + Fire alarm system £202.

It was agreed to go with Quote 2, proposed by Cllr Page and seconded by Cllr S Keller.

ALL AGREED

Subject of the cost of putting it all together. It was noted that Quote 2 was Anglia Electrical.

F181. Public Forum: No members of the public present.

F182. Payments: To agree payments as per payment schedule:

Nicholsons Solicitors	OBWSC	£611.80
Oulton Broad Plumbing and Heating	final balance if agreed and baby changing unit	£1,744.00

Proposed by Cllr Page and seconded by Cllr Penman.

ALL AGREED

Cllr Falat discussed the payment of wages and would like propose the payment date to be changed to 25th of the month. This was seconded by Cllr Ashdown.

ALL AGREED

F183. To receive an update on the pavilion refurbishment works underway and agree any action:

F183.1 To discuss the painting of the outside wood – It was noted that Waveney Norse did say at the beginning of the parish council being set up that they would do this work. We have also mentioned the broken downpipes and blocked guttering. This would be done under the existing maintenance agreement.

F183.2 To discuss the installation of new skirting in the ladies and gentlemen’s toilets – Cleveland joinery to provide a quote. The Clerk mentioned that she had gone to three Handymen for quotes and they were not interested.

F184. To receive an update on the Museum on items not discussed: The business case is waiting for the quotes. The pipework survey is being done. Windows and repair to window sills need to be done, this will involve scaffolding.

F185. To receive an update on the reserves going into year 3, and agree any action: It was noted that this would be £82,500 true reserves and this would equate to six months funds to manage the council.
Close agenda item.

F186. To receive an update on Barclays online banking and agree any action: It was noted that this is still not working.

F187. To discuss the closure of the Lowestoft Ferry and agree any action: This is not running due to lack of funding. There is someone interested in helping at the moment. This is the sort of project that OBPC should support. It would cost £15,000-20,000, but half if partnered with Lowestoft Town Council. It would be a good idea to include East Suffolk District Council.

Add to Full Council agenda.

F188. To note the need to store deed etc, in the Suffolk Records Office and agree any action: This was noted.

F189. Items for the next agenda: None.

F190. Date for next meeting: 6pm 5th June 2019.

F191. 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 7.00pm

Minutes approved on5th June 2019

Signed

Finance Chair