



Oulton Broad Parish Council
Minutes of the Finance Committee
for the meeting of 6th February 2019

held in The Pavilion, Nicholas Everitt Park, Oulton Broad

Present: Councillors Christine Ashdown, Russell Cooper, Benvenuto Falat, Sandra Keller, and Andrew Page (Chairman).

Also, in attendance: Tina Page (Clerk).

F128. 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.

F129. Apologies: Cllr Penman sent his apologies.

F130. Declaration of interests and dispensations

F130.1 Declaration of Disclosable Pecuniary and Non-Pecuniary interests.

Cllr Falat has an interest in F134, and Cllr Page has knowledge of the companies involved in F138

F130.2 Receipt of written interests.

None

F130.3 Dispensations granted.

None.

F131. Minutes

F131.1 To approve the accuracy of the minutes of the 7th January 2019.

There was some typing mistakes noted for the minutes for 7th January. However, they were approved as accurate by Cllr Ashdown and seconded by Cllr S Keller. **ALL AGREED**

F131.2 To review outstanding issues from last meeting.

F123. Clerk to invite S Walker to the Full Council meeting: This was completed.

F124. Cllr Page and the Clerk to sort out Barclays issues and savings account: The saving account has been set up, but there appears to be more issues with signatories.

The Clerk can no longer set payments up for authorising. The request form for bankers card has been rejected. **Action Cllr Cooper** to chase these issues up with the Manager he knows.

F132. Public Forum: No members of the public present.

F133. Reports:

To note and agree the bank reconciliation outstanding for December 2018 and January 2019: The Clerk stated this has not be completed – ongoing, **Action Clerk** to complete and **Cllr Penman** to authorise.

To note the payments and receipts for 31st January 2019: noted.

F134. Payments, to agree as per payment schedule:

	Installation & Removal of Christmas tree	
Cozens	lights	£447.30
Norfolk China Ltd	Mugs	£141.12
Norfolk PTS	Essential Seminar	£36.00
Nicholsons	OB WSC	£1,449.32
Nicholsons	general	£1,103.16
Tina Page	Bullguard renewal (2 years)	£39.97
Ben Falat	Kitchen Cupboard	£51.00
		<u>£3,267.87</u>

Proposed by Cllr S Keller and seconded by Cllr Ashdown

**4 AGREED
1 ABSTAINED**

F135. To receive an update on CiL and s106 monies and agree any action: CiL currently is £13,938.00, which will be used towards the large piece of play equipment. s106 currently is £5,067, which has been agreed to be used towards the Kesgrave Drive play renovation and fencing.

F136. To discuss the quote received for the NEP Play equipment and agree any action: The NET price has come out as £102,814.16. The decision needs to be made as soon as possible. Funding was discussed and the Finance Committee agreed this was feasible. Take to Full Council for ratification. Planning to be installed by the end of May. PR exercise will be planned for this event.

F137. To discuss the funding for the above play equipment:

There will be an overspend for Kesgrave Drive. There will be an overspend of approximately £31,000 for the NEP play equipment. Communication has gone out to the district councillors asking for help from their locality budget.

F138. To discuss the options for a leaflet and leaflet drop: The Council Tax insert has now been agreed by Waveney District Council. We are no longer going with this option. This leaflet will go out about the same time as the press release and will include all that we have achieved since the Council has been set up. £175 to print the leaflets professionally and a distribution cost of £27.50 per 1000 households, approximately £130. Proposed to accept these figures by Cllr S Keller and seconded by Cllr Ashdown. **ALL AGREED**

F139. To discuss the insurance quotes received and agree one to take to Full Council for consideration and ratification: Zurich was the only quotes we had received. Cllr Cooper raised the concern of the endorsement regarding the thatched properties. It was proposed to accept the 3-year option, with personal accident for Employees changed to salary based: £10,454.21 per year. Take to Full Council for ratification. **ALL AGREED**

F140. To discuss the latest email from Sentinel regarding Sprytar and agree any action: MS has agreed that we can continue with the 3 for 2 option originally on the table, costing £5,000. Cllr Reeder will be happy to help with his locality budget. There will be £500 per year charge for maintenance and updates. Proposed to agree this by Cllr Page and seconded by Cllr Ashdown. **3 AGREED
2 AGAINST**

F141. Items for next agenda: Nothing noted.

F142. Date for next meeting: 6pm 6th March 2019.

F143. 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: Nothing to be discussed.

There being no more items to discuss the meeting closed at 6.55pm

Minutes approved on6th March 2019

Signed
Finance Chair