

Great Wilbraham Parish Council

Minutes of the Finance Meeting of Great Wilbraham Parish Council
Held Wednesday 4th May 2016, 8.00pm at the Wilbrahams' Memorial Hall

Present: Roddy Tippen (Chair), John Beadsmoore, Sally Ramus and Stephen Bartlett
The Clerk, Natalie Mulvey and one member of the public were in attendance

F15-16/27 To receive and approve apologies for absence – None

F15-16/28 Declarations of interest and dispensations

- (a) To receive declarations of interest from councillors on items on the agenda – None
- (b) To receive written requests for dispensations for disclosable pecuniary interests – None
- (c) To grant any requests for dispensation as appropriate - None

F15-16/29 To sign and approve minutes - Minutes of the Finance Committee meeting held on 2nd February were proposed by J Beadsmoore, seconded by S Bartlett and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman of the Finance Committee. J Beadsmoore requested further clarification on the S106 funds.

F15-16/30 To review 2015 – 2016 end year accounts – R Tippen reviewed significant items on the income and expenditure report with the committee. He reported that the figures were slightly distorted due to the high numbers involved in the public works loan receipt; and payments made to the Wilbrahams' Memorial Hall Trustees. The final figures showed a deficit of £14,000 which was an increase from the three quarter point. The total income of £112,000 included the £80,000 public work loan. The main reason for the deficit was the money held in reserve being transferred to the Memorial Hall Trustees to support their renovation project. R Tippen observed that the Warbler costed more than expected. In addition, the Parish Cemetery and phonebox had both cost more than anticipated.

R Tippen advised that the 2017-2018 budget would need to be agreed by November.

It was requested that the debt statement on the internal accounts be changed to read, 'If the loan were to go full term the further total payable sum by the final date would be £115,873.24.

This is to be repaid over 25 years with an annual repayment of £4729.52.'

The committee agreed they were happy with the income and expenditure report.

ACTION: CLERK

F15-16/31 Expenditure applications

A request had been received from Jackie Beadsmoore on behalf of the Queen's 90th Celebration committee for a donation of between £100 and £200 to support a village party. It was proposed by R Tippen, seconded by S Bartlett and unanimously RESOLVED that a grant of up to £200 be donated to support the committee.

J Beadsmoore queried whether the school had made an application for commemorative coins.

The Clerk confirmed that she had not received an application from the school. It was proposed

by S Bartlett, seconded by S Ramus and unanimously RESOLVED that the Parish Council purchase and donate a commemorative coin for each child at Great Wilbraham Primary School at an estimated cost of £280.

The Clerk was asked to establish the definition of the words grant and donation.

ACTION: CLERK

S Bartlett and J Beadsmoore felt that the Parish Council should formalise, a light touch way, for community groups to apply for funds. They both believed the large sum given to support the renovation project of the hall was sufficient and no more requests for funds by the Memorial Hall should be supported. It was suggested that if the Parish Council purchased anything more for the recreation ground the Council should keep ownership.

R Tippen presented a sample grant policy and application form obtained from another Parish Council. Great Wilbraham Parish Council currently has £5,162.85 S106 funds available with an approved agreement for additional funds being processed. J Beadsmoore agreed to review the policy and report to the committee. S Bartlett was interested to establish how Great Wilbraham's precept compares with other Parish Councils. J Beadsmoore agreed to circulate a summary report.

ACTION: J BEADSMOORE

An application had been received from Tony Goryn, as Groundsman for the recreation ground, for funds to service and repair the Hayter Beaver sit-on mower. J Beadsmoore reported on the research he had done into the costs involved and what improvements could be made.

The committee discussed the options available. S Ramus queried what would happen about the insurance if the Parish Council owned the equipment. S Bartlett proposed that two mowers should be investigated one for the Church and Cemetery and a bespoke one for the sports ground. S Bartlett commented that the application had been made to both the Memorial Hall and Parish Council.

R Tippen agreed to contact Tony Goryn to discuss the options and some of the restrictions involved. He would also advise that the Parish Council would prefer the option of a new machine.

ACTION: R TIPPEN

The Clerk presented two quotations for the seven cuts for the Angle End and Verges, she advised it had only been possible to obtain two quotations. It was proposed by S Bartlett seconded by R Tippen and unanimously RESOLVED that that the quotation from CGM be accepted for the seven cuts at a cost of £1687.

ACTION: CLERK

F15-16/32 To review GWPC Assets – S Bartlett questioned where the Parish Land deeds were held. The Clerk agreed to investigate and established if they were held with the bank or with the solicitor.

ACTION: CLERK

J Beadsmoore felt it was important to establish the Parish Council's view was on selling the land. S Bartlett believed there was a need to understand the true value of the assets. The Clerk was asked to investigate current guidance on the valuation of assets held by Parish Councils. It was proposed by R Tippen, seconded by S Bartlett and unanimously RESOLVED to include the assets in the 2015-2016 external report at the same value as 2014-2015 along with any new additions.

ACTION: CLERK

F15-16/33 To review GWPC Investment Strategy – R Tippen presented a previous Great Wilbraham investment strategy and an alternative example from another Parish Council. R Tippen asked the Clerk to investigate why the sample policy stated that the Financial Services Compensation scheme did not apply to Parish Councils. R Tippen proposed that a proposed strategy be circulated for consideration at the next full meeting of the Council.

ACTION: R TIPPEN/CLERK

F15-16/34 To review GWPC Financial Regulations [England] October 2014 – The committee reviewed and discussed the current financial regulations and proposed a few amendments. With these alterations it was agreed that they be put forward for approval at the next full meeting of the Parish Council.

ACTION: CLERK

F15-16/35 New Unity Trust Bank Account – The account has now been open, however, there had been an issue with the setup of the internet banking facility. The Clerk was waiting to receive further instructions from the bank.

ACTION: CLERK

F15-16/36 Date of next meeting – Wednesday 6th July 2016

There being no further business the meeting closed at 10.30pm.