

Great Wilbraham Parish Council

Minutes of the Finance Meeting of Great Wilbraham Parish Council Held Tuesday 9th February 2017, 8.00pm at the Wilbrahams' Memorial Hall

Present: Roddy Tippen (Chair), Sally Ramus, Stephen Bartlett and Andy Goryn.
The Clerk, Natalie Mulvey.

F16-17/26 To receive and approve apologies for absence – None

F16-17/27 Declarations of interest and dispensations

- (a) To receive declarations of interest from councilors 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

F16-17/28 To sign and approve minutes - Minutes of the Finance Committee meeting held on 11th October 2016 were proposed by R Tippen, 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.

F16-17/29 To review 2016 – 2017 accounts and budget review – R Tippen presented the budget document as at 28th January 2017. With two months of the financial year to go, this showed a forecast outcome of a £4,016 surplus compared with a budgeted deficit of £567. The difference had come about by income variances with the Warbler and unbudgeted receipts from a donation and S106 money, along with a key variance in the expenditure of £1,999 for the Defibrillator. In addition, there is future unbudgeted expenditure shown, namely a £2,500 grant for a cricket scoreboard to be funded from S106 money and £2,030 to support the Local Highways Initiative project. S Bartlett highlighted that the general maintenance budget was currently underspent by £3,800 which would help balance the money needed for improvements to Highways. R Tippen confirmed that the S106 agreement had been confirmed for The Lanes planning application S/3035/14/FL requiring the Developer to pay over the sum of £11,181.60 as a financial contribution in lieu of on-site provision of public open space. All members expressed their surprise that at the level of this contribution and had expected the amount to have been much higher. R Tippen had done some investigation and established that £159,000 had been paid to SCDC. R Tippen agreed to contact Councillor Turner for an explanation before presenting this agreement for signature at the next full council meeting.

ACTION: R TIPPEN

F16-17/30 To discuss the Wilbrahams' Warbler & Website – The Clerk advised that she had been approached by LWPC to understand how the current Warbler financial arrangements and subsidy had been established. S Ramus explained that there has always been a link between the editors of the Warbler and Parish Council's. Great Wilbraham Parish Council had agreed to take the lead with finances to support the publication and the advertising had been kept low to ensure it is a good read and as it was a community publication they did not want to make a profit. The Clerk was

asked to respond, advising that members were happy with the current situation but would be open to any suggestions LW&SMB Parish Council had to make.

ACTION: CLERK

P Davis had finalised the proposal to enhance the Wilbrahams website and move to an alternative provider. S Bartlett advised that discussions had taken place with LW&SMB Parish Council who supported the proposal in principle but had reservations over the level of expenditure. S Bartlett proposed that LW&SMB PC contribute £300 for the costs for 2017-2018 with Great Wilbraham contributing £700. This would ensure this vital communication tool would be supported by a professional independent organisation. Members unanimously agreed to support the proposal.

F16-17/31 To consider expenditure applications – S Bartlett reported that A Ryan was establishing a Neighbourhood Watch Scheme. Members agreed that the Parish Council would support this initiative but A Ryan would need to complete a grant application form to request funds needed. S Ramus reminded members that permission would be needed for any neighbourhood watch signs placed around the village. S Bartlett advised that Mr P Ladbrooke with the support of A Ryan had produced a document on the drainage issues being encountered. S Bartlett requested that the Parish Council fund printing of this report for circulation and held in the archives. All members supported this request and suggested the P Ladbrook provide an invoice for the cost. R Tippen advised that key operators of the recreational ground mower had done further investigations and had indicated there would be happy to instruct the mower supply based on the budget available of £10,000. S Bartlett asked whether the Memorial Hall had been approached to also support the purchase, members all felt that the Memorial Hall would not have any funds to support the proposal. R Tippen reminded members that the S106 money could only be spent in a restrictive manner and the mower is a suitable project. As the current mower is owned by the Memorial Hall Trustees, who have responsibility for the Recreation Ground, R Tippen agreed to write to them advising that the Parish Council would in principle be supportive of granting £10,000 to support a funding request for a replacement mower.

ACTION: R TIPPEN

F16-17/32 To review Unity Trust Bank Account and discuss the closure of the Santander Account – The Clerk reported that Unity Trust Bank Account was working well. It was proposed by R Tippen, seconded by S Ramus and unanimously RESOLVED that the Santander Bank account should be closed and the balance be transferred to the Unity Trust Bank. R Tippen reminded the Clerk to consider how this money could be transferred in line with GWPC's financial regulations.

ACTION: CLERK

F16-17/33 To review new NALC Model Financial Regulations May 2016 - R Tippen talked members through the new regulations. Members discuss some items and agreed some slight amendments. The Clerk was asked to make the alterations and include them on the March agenda for agreement at by the full council.

ACTION: CLERK

F16-17/34 To review GWPC assets and parish land deeds – This work was ongoing.

ACTION: CLERK

F16-18/35 To discuss appointment of internal auditor 2016 – 2017 – The Clerk advised that no one had come forward following the request in the Warbler offering to complete the 2016-2017 internal audit. The Clerk had written to David Lee to see if his offer of assisting for one more year was still an option and hoped to have a positive response.

ACTION: CLERK

F16-17/36 Date of next meeting – Wednesday 10th May 8.00pm

There being no further business the meeting closed at 10.27pm.

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