

Minutes of the Finance Committee held on Monday 15th April 2013

Present: Cllr J Bergin (Chairman), Cllrs M J Connor, N Schofield, DG Herald

MD Lloyd, MW Maczkowiak, F Keegan and S Joseph

In attendance: Hall Manager

4 members of the public

Clerk - A. Ross

Meeting

Commenced: 8:49pm

1. Apologies for absence.

Cllr MH Williamson.

2. To receive disclosures of personal and prejudicial interests from councillors on matters to be considered at the meeting.

None.

3. Minutes of the meeting held on 14th January 2013.

Approval proposed by Councillor JD Bergin, seconded by Councillor MJ Connor and carried (at the Parish Council meeting of 11th February 2012 – point 8 on page C22).

4. Matters arising.

None.

5. Recommendations for expenditure.

Cllr Keegan explained the expenditure relating to the S106 agreement and additional legal costs. As the medical centre project is moving forward, there is a need to bring forward recommendations on future intentions and expenditure for the Festival Hall. Expenditure of £1000 per year for 5 years is for a travel plan and is part of the S106 agreement.

Cllr Herald explained that expenditure for PAR Landscapes was for gardening work done in the cemetery.

£

a) To retrospectively approve the following items:

Pannone – for CEC legal fees regarding S106 agreement 960.00 Approval proposed by Councillor F Keegan, seconded by Councillor S Joseph and carried.

PAR Landscapes 395.00

Approval proposed by Councillor MJ Connor, seconded by Councillor MW Maczkowiak and carried.

b) To consider any other recommendations/requests.

Town Centre Management 1250.00 Approval proposed by Councillor MJ Connor, seconded by Councillor F Keegan and carried

Expenditure for S106 agreement (p.a. for five years) 1000.00 Approval proposed by Councillor F Keegan, seconded by Councillor MD Lloyd and carried

Additional legal costs relating to S106 agreement The Parish Council noted that there would be additional costs incurred.

unknown

Pannone re allotment leases 2410.00 Approval proposed by Councillor F Keegan, seconded by Councillor MJ Connor and carried

Pannone re Festival Hall and Medical Centre 5684.00 Approval proposed by Councillor F Keegan, seconded by Councillor S Joseph and carried

6. To approve the Schedule of Items Paid.

Approval proposed by Councillor F Keegan, seconded by Councillor JD Bergin and carried.

7. To approve the Statement of Accounts.

Approval proposed by Councillor F Keegan, seconded by Councillor MD Lloyd and carried.

8. To approve the Summary of Operations for the Festival Hall.

Approval proposed by Councillor MD Lloyd, seconded by Councillor S Joseph and carried

9. To discuss the quotes to maintain the Christmas lights for another five years.

Cllr Bergin summarised the details of the three quotes. Although LITE Ltd was not the cheapest quote, it was agreed that as the Parish Council has already invested approximately £50,000 in the lights it would prefer to continue with a trusted supplier. However, the Parish Council will contact LITE to ask if they can improve on their quote.

10. To approve the updated Financial Regulations.

The updated regulations were sent to BDO for feedback. The Clerk and Chairman of Finance will assess the suggestions and revise the regulations as required. The revised regulations post BDO input will be circulated to all councillors before proposal at the next Parish Council meeting.

11. To sign the S106 agreement relating to the Festival Hall.

Approval proposed by Councillor S Joseph, seconded by Councillor F Keegan and carried.

12. To agree in principle to sign a contract with ARCUS to project manage the Medical Centre project.

Approval proposed by Councillor MJ Connor, seconded by Councillor S Joseph and carried.

13. To agree in principle to sign a contract with John Chapman to provide services relating to construction of the Medical Centre and refurbishment of the Festival Hall.

Approval proposed by Councillor F Keegan, seconded by Councillor MD Lloyd and carried.

14. Notices and Correspondence.

None

15. Reports from Councillors.

None

Meeting Closed: 9:45pm

ACTION SUMMARY

Undertaken By	Detail	When For
Clerk/Chairman	Finalise finance regs	As soon as possible
Clerk	Arrange new contract for Christmas lights	As soon as possible

Councillor J Bergin CHAIRMAN