

Clenchwarton Parish Council
Minutes of Finance Committee Meeting
25th July 2019

Present: Cllr Moate, Swietonowski, Pell and Bearshaw, the Clerk and RFO

1. Apologies for absence: Cllrs R Moore and M Stannard
2. To receive the minutes of the finance meeting held 20th June 2019 as a true record. The minutes were agreed as a true record
3. To receive declarations of interest in items on the agenda and any application for dispensation. There were none
4. To receive report from RFO. The RFO reported that the Fun Day had made a profit of £1155.29. It was agreed to open a separate bank account for the monies raised by the CCP for the new community centre. The RFO had signed an agreement for five years with ESPO. He had received the updated plan for the community centre from Karl Tordoff which he had put on the website. The only other paperwork he had received from the committee was some plans of drainage for the area. He had sent Terrington St Clement Parish Council an invoice for their portion of the NALC training course. The Bowls club and football club had been sent an invoice for their rent. The RFO explained that the football club also pay a portion of the Parish Councils insurance to cover their trophies in the pavilion. The clerk would ask them if they wished to carry on this year the cost would be £64. The RFO would then inform the insurance company.
5. To consider quotes for broad band and telephone contract and resolve appropriately. BT offered a two year contract at the cost of £51.99 per month which covered everything we needed. It was resolved to ask them how many email addresses were included with that and what security did it include. To be discussed again at the next finance meeting 29th August.
6. To review the councils risk management and resolve appropriately. Cllr Moate. The clerk produced and circulated a draft copy to look at and to be discussed at the next finance meeting.
7. To resolve on expenditure for further works on clearing the pond. Cllr Swietonowski. £500 was left in the account from the Tesco grant of £2000. A local businessman had shown an interest in clearing half the plants from the pond free of charge. Cllr Bearshaw would speak with him and if he was still interested they would need to be removed within 10 days. If he was no longer interested the clerk would contact Neal Hunter as he knows a gentleman who would give a quote to remove the plants.
8. To resolve on Fasthosts payment through Pay Pal, RFO. £73 had recently been paid and would be due again in two years. It was resolved to pay through Pay Pal in future, however the account would only be used for the Fasthost website address payments.
9. To receive up dated Asset Register, RFO and Clerk. The clerk had produced a draft which the RFO would print up, it would be circulated and discussed at the next meeting.
10. To receive updated Financial Regulations, RFO. The RFO will update in line with the NALC model and circulate. To be discussed at the next meeting.

11. To consider website domain name and resolve appropriately. The domain name has already been paid for the next two years at the cost of £72.
12. To consider filling in holes in the south end car park and resolve appropriately. The clerk reported that Supreme Surfacing had already done the job for the Parish free of charge. The clerk rang and thanked them.
13. To resolve on expenditure for work to be carried out on the electrics in the pavilion and the field area. Cllrs read the Electrical Installation Condition Report which the clerk had received that day. Also included was the estimated costs for remedial works to get a satisfactory safety certificate to allow it to be re-opened. It was resolved to ask the electrician to get it done asap. It was resolved to pay the electricians invoice for work already undertaken. It was also resolved that the clerk should contact a builder/handyman to replace tiles on the pavilion roof and to place new timber on the old seat in the field under the oak tree. The clerk would contact the fire officer again regarding the installation of a fire alarm as she had to cancel the last meeting. It was resolved the clerk would contact the bowls club and football club to inform them that the pavilion would remain closed until the remedial electrical works were completed and the safety certificate had been received.
14. To consider ROSPA report and resolve on repairs and expenditure. It was resolved to undertake the repairs needed. Cllr Bearshaw would liaise with the groundsman re repairs to play equipment. The clerk would contact a safety surfacing company re repairs to the safety matting.

Next meeting 29th August 2019

Meeting closed at 10pm