

## WRENTHAM PARISH COUNCIL

### Minutes of the Meeting of Wrentham Parish Council Finance Committee held at the Village Hall at 6.30pm on Monday 16<sup>th</sup> November 2020 via Zoom

**Present:**   **The Chairman** – Mr Ian Watson  
                   **Councillors** – Mr Kevin Cross, Mr David Reeves, Mrs Lucinda Hutson, Mr David Fletcher.  
                   Mr Trevor Oram, Mr Keith Perry  
                   **The Clerk** – Mrs Frances Bullard

		<b>ACTION</b>
<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>	
	None	
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>	
	All as Sole Trustees of the Village Hall.	
<b>3</b>	<b>CURRENT FINANCIAL POSITION</b>	
	The Chairman issued a report showing the current financial position & confirmed all is in order year to date. The report was reviewed and discussed.	
	CIL – The Clerk confirmed £300 has been received in relation to Meadowside, Priory Road – she will transfer this from the current account.	<b>FB</b>
	The Clerk will submit a claim for VAT in Jan/Feb 2021.	<b>FB</b>
	The Clerk will make contact in the Spring with those who care for the Jubilee Planters to remind them that the PC will pay up to £30 per annum for plants etc.	<b>FB</b>
<b>4</b>	<b>SUPPORT TO VILLAGE HALL</b>	
	It was agreed that the Village Hall is the ‘hub’ of the village and support should continue.	
	The Village Hall plan to install a fire escape ramp from the main hall to the car park at a cost of approx. £2500-£3000.	
	The hall has been made Covid compliant with funds from the Government grant.	
	VHMC AGM being held next week – there may be some changes in personnel & the idea of appointing a Caretaker is still being considered. Mr Reeves & Mr Perry will attend and feedback to the PC.	<b>DR/KP</b>
<b>5</b>	<b>REVIEW OF ASSET REGISTER</b>	
	This is reviewed on an ongoing basis at PC Meetings.	
<b>6</b>	<b>BUDGET FOR CHRISTMAS TREE/DECORATIONS</b>	
	Thanks were expressed to Mr Reeves who, along with other volunteers, has kindly organised the Christmas tree/lights in previous years but has now decided to step down from this role. Mrs Hutson has kindly agreed to lead on Christmas decorations this year. She will liaise with Mr Middleditch & Mr Reeves.	
	The Clerk advised some residents have expressed an interest in assisting and improving the decorations in the village & this is welcomed. Due to Covid restrictions it is not possible to encourage people getting together but it would be lovely if individuals could display lights etc to brighten the village. To be discussed at main PC Meeting.	

<b>7</b>	<b>INITIAL FORECAST OF PARISH PRECEPT 2021/22</b>	
	<p>ESC have advised that the precept would need to increase by 3.08% to provide the PC with the same amount as this year (£17,142.70).</p> <p>The Chairman would like to see the PC doing more in the village, some jobs have traditionally been done by ESC or SCC but due to cutbacks they are not being done. The Chairman suggested a 10% increase to the precept to allow more projects to be undertaken, ie gardening, traffic calming etc.</p> <p>Support to St Nicholas Church was discussed at the last PC Meeting, Miss Evans is getting costings, the PC could potentially look to help with the churchyard maintenance.</p> <p>Mr Cross said some jobs that could be undertaken include resurfacing the path to the Church, grass cutting in the Churchyard, maintenance work at the War Memorial (replacement of wooden posts and chain link), the defibrillator battery is also likely to need replacing in the coming year.</p> <p>After discussion it was felt that in these difficult times a precept increase of a maximum of 5% would be appropriate.</p> <p>The Clerk will arrange a further Finance Committee Meeting for January 2021 to consider projects and finalise the Precept request.</p>	<b>FB</b>
<b>8</b>	<b>REVIEW OF PROCEDURES/RISK ASSESSMENT</b>	
	The Chairman spoke re risks, procedures and policies which are in place to ensure we have adequate financial controls – SAGE – 2 signatories on cheques – Finance Meetings – internal & external audit etc. It was agreed controls in place are adequate.	
<b>9</b>	<b>ANY OTHER BUSINESS</b>	
	The next Finance Meeting will be on Monday 18 <sup>th</sup> January 2021	

There being no further business the meeting closed at 7.29pm.