

FELSTED PARISH COUNCIL

Minutes of the Finance Committee Meeting held on 23 November 2016 at 5:00 pm in the United Reformed Church Hall, Committee Room.

- Present** Councillors John Moore (Chairman), Graham Harvey, Frances Marshall, Peter Rose and Stephanie Woodhouse (entered during Item F16/29.2),
- F16/27 **Apologies for absence and declarations of interest**
No apologies or declarations of interest had been received.
- F16/28 **Minutes of the meeting held on 12 October 2016**
The Minutes of the meeting were agreed and were signed by the Chairman.
- F16/29 **Matters arising from the October meeting**
29.1 Beacon (Item F16/20.1) – Work on the beacon was underway.
29.2 Felsted Events Committee - Contribution towards village projects (Item F16/20.2) - Members noted that donations, of £500 each, had been received from Felsted Events Committee and Felsted Prep School (the latter to be verified on receipt of the November bank statement) towards the cost of the defibrillators. With the previous donation from D Cllr Marie Felton and a £500 contribution from the PC the funds were now all in place. The 2 defibrillators and cabinets had accordingly been ordered and the defibrillators had been received the previous week. The cabinets would follow in early December.
29.3 Separate account for PC Reserve funds (Item F16/20.3) – Members continued to monitor the situation but noted that interest rates were continuing to fall so no action was appropriate at this time.
29.4 Purchase of second hand commercial printer (Item F16/23 Stationery) – Cllr Harvey had made enquiries which were ongoing. This would be considered further at the next meeting.
29.5 Meeting with Felsted School Bursar (Item F16/23 Churchyard maintenance) – It was agreed that this meeting would be arranged for mid-January 2017.
29.6 Highway work (Item F16/25.1) – The Clerk confirmed that she had actioned all these matters.
- F16/30 **Bank Reconciliation and PAYE records**
Having had the opportunity to examine the records, the Chairman signed the Bank Reconciliations and PAYE Records for October 2016.
- F16/31 **Review of Accounts for the current year to date**
Members studied the Budget Comparison prepared by the Clerk and noted the following updates:
EXPENDITURE
Allotment pest control – Members noted that the pest control programme had commenced in January 2016 and that over the course of the year the rat population had largely been brought under control. It was agreed that the contract should be reviewed at the next meeting with a view to extending it, as a worthwhile preventative measure.
Ravens Crescent play equipment - Members noted that further funds towards the cost of this equipment could be transferred to this budget heading if the work was completed in the current financial year. Recent quotes suggested that the total cost would be in the region of £11-12,000.
- F16/32 **Consideration of the Precept for 2017-18 / Future Projects**
Members noted that the last major project to be undertaken by the Council was the construction of the playing field car park in summer 2014. It was agreed to arrange a social meeting of Councillors in February 2017 to informally discuss ideas for possible future projects.
32.1 Extension to Crix Green Mission – The Trust had met again but it was noted

that there had been delays in obtaining full plans for the extension so no decision was imminent on this project.

32.2 Bannister Green improvements – Members discussed the general condition of Bannister Green and suggested that an improvement programme should be instigated. This might include the provision of additional play equipment, levelling of the grassed area, kerbing, additional planting of trees and shrubs (including shrubs across the access point from Burnstie Road to prevent vehicular access).

32.3 Greens and Open Spaces in the Parish – It was suggested that the other Greens and Open Spaces in the village could be considered for improvements and general tidying up (including the triangle on the Rayne Road/Stevens Lane junction at Bannister Green). It was agreed to arrange a site meeting in the New Year to look at all the Greens and Open Spaces including Bannister Green (see Item F16/32.2).

Members agreed that the Parish Council Precept should remain at £70,000 (including the LCTS) for 2017-18.

F16/33

Urgent matters and future Agenda items

33.1 Highway problems – It was agreed that the Clerk would report the large potholes along the side of the road opposite the new house in Hollow Road (formerly Brynteg).

Next Meeting

The meeting closed at 6.00 pm.

The next meeting will be held on Wednesday 22 February 2017 at 5 pm.

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Chairman 22 February 2017