



FINAL MINUTES OF WROXHAM FINANCE COMMITTEE MEETING

Held on Tuesday 29th November 2022, 10.00am, The Hub

Parish Councillors Present: Cllr Malcolm Allsop, Cllr Barry Fiske (part), Cllr. Ian Joynson (Chair), Cllr Peter Mantle.

No members of the public were present.

Clerk: Clare Male

1. **APOLOGIES** – Cllr Fiske arrived part way through the meeting, Cllr Joynson agreed to Chair.
2. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS**
 - a. Members are invited to declare a previously undisclosed interest relating to any item on the agenda and to ask for a dispensation to vote on matters in which they have a disclosable pecuniary interest or other non-financial interests – none.
3. **MINUTES OF PREVIOUS MEETING** – Agreed the accuracy of the minutes of the Finance Committee meeting of the **27th September 2022**. Signed by the Chair.
4. **PUBLIC FORUM** – no members of the public were present.
5. **MATTERS ARISING FOR INFORMATION ONLY** – none.
6. **BANK RECONCILIATION**
 - a. As at the 28th November 2022 noted bank balances of:

i. Barclays Community Account	£31,365.42
ii. Lloyds Treasurers Account	£30,000.00
Total in bank	£61.365.42
 - b. Agreed and signed the bank reconciliation and statements.
7. **BUDGET**
 - a. Reviewed committed spend to the end of the financial year. All predicted income, excluding the Wherry Gardens section 106 & 38 money, has been received. Expenditure on track and a small underspend is currently forecast to the end of the financial year. Mobile phone contract monthly cost has been reduced. Clerk to publish current budget on the website. Reviewed the current inflation rate of 9% and agreed to change the forecast figure to 8%. **ACTION CLERK**
 - b. Reviewed the budget for the next 3 financial years. Agreed a budget of £2,000 for a Coronation event which is equal to the budget for the Jubilee. Hopeful that the Norfolk ALC will be able to offer a web and email package from next financial year

which will reduce IT costs – see item 10. Slight overspend forecast over the next three years – Clerk expects this year’s predicted underspend to offset this.

- c. Agreed to freeze the precept figure at £53,889 for 2023/24. To be signed off at next Full Council.

8. ACTION PLAN UPDATE

- a. Wherry Gardens s106 public open space adoption. Discussed issue identified in the recently supplied playground inspection reports. Cracks in the beams of some pieces of equipment exceed the recommendations. In correspondence with Hopkins Homes on the matter.
 - i. Discussed budget plan for the £8,000 supplementary sum to be spent on the site. Agreed that the site needed a noticeboard that could accommodate both WPC and public noticeboards. Clerk to research options and installation costs. **ACTION CLERK**
 - ii. Reviewed the list of contracts required for when the site is adopted. Clerk to draw up a specification for the shrub areas to include a review of the other WPC areas. **ACTION CLERK**
- b. Tree planting project. Wroxham’s tree warden has ordered more saplings for the winter planting season. These are mostly to replace the year-old saplings that perished in the extreme summer.
- c. Discussed the decision to cut the 20 is plenty project. Clerk noted that the project was cut less than six months ago, so in line with Standing Orders it cannot be represented at present. Discussed difficulty in prioritising some roads over others.
- d. Coronation – budget for the event. See item 7b.

- 9. **DIRECT DEBITS** – reviewed the current list as per the Financial Regulations and noted the reduction in the number of direct debits compared to the previous financial year.

- 10. **COMMS** - agreed to express interest in joining the Norfolk ALC pilot scheme for gov.uk website and email provision. **ACTION CLERK**

11. GRANTS

- a. Requests – discussed a proposal at Full Council in October to make a donation to a charity helping those facing financial hardship in lieu of a Christmas tree. Agreed to donate £200 to support the Warm Space at The Hub (URC).
- b. Applications – none
- c. Other grant opportunities – none.

12. CONTRACTS

- a. Tree framework – discussed the specification for procurement of a new framework. Agreed that without the programme of works that the Council was due to undertake at the beginning of the last framework this was a rather pointless exercise. Agreed to review local contractors for prices so Clerk able to act quickly in emergencies. **ACTION CLERK**

- 13. **INVESTMENTS** – Cllr Fiske talked through his recent research. Agreed to select a bank with a fair rate of interest to relocate £20k of the Lloyds (currently 0% interest). This could be a term deposit of 12 months or so. When the s106 WG money is received that too could go into this account or part of it in a longer-term account for a better interest rate. **ACTION CLERK**

14. ITEMS FOR NEXT AGENDA – 24th January 2023 at 10.00am

Meeting closed at 11.15am.

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Signed Dated.....