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FC Minutes 269

**Kedington Parish Council
FINANCE COMMITTEE – 14th December 2021**

Present: Councillor Stella Wilsher (Chair of Finance Committee)
Councillor Ann Naylor
Councillor Terence Wheeler
Councillor Lynda Woodward

In attendance: Mr John Boxall (Clerk)

ACTION

1 Welcome and Apologies

The Chairman welcomed everyone present.

2 To receive members' Declarations of Interest on agenda items in accordance with the revised Suffolk Code of Conduct (and section 106 of the LGFA 1992) and to receive any member's requests for Dispensations

None.

3 To agree as a true record the minutes of the Finance Committee meeting held on Tuesday 9th November 2021

A resolution was put forward by Cllr Naylor and seconded by Cllr Wheeler to agree the minutes of the meeting as a true record. There were no other resolutions; unanimously agreed. Cllr Wilsher duly signed the minutes.

4 Financial Statements: Receive budget statements and any other financial reports; consider action:

- 4.1 Receive budget statements effective to date.
Cllr Wheeler asked and it was confirmed that cost code 15 Office Costs was over budget due to paying for hire of the Royal British Legion Hall for meetings and this is why hire of the Hall will be added as a new cost code. All Cllrs in agreement with the budget statements.
- 4.2 Finalise budget/precept in principle for financial year 2022/2023 for presentation to full Parish Council at meeting on 21st December 2021.
Cllr Wilsher confirmed that she wasn't at the preliminary Finance Committee meeting on 2nd December 2021 but that all other Finance Committee members were. Cllrs Naylor, Wheeler and Woodward confirmed that they were in agreement with the budget in principle that was decided upon at that meeting.

5 Clerk's Report: Discuss and agree action on Clerk's Report and correspondence received

- 5.1 Appointment of new Pedestrian Assistant
Clerk advised that one lady had been in contact with him and had expressed an interest in the vacancy. Clerk has sent to her the job description and an application form with a closing date of 17th December 2021 as decided at the last Parish Council meeting. Clerk has as yet not received an application from the lady.
- 5.2 Application for grant for Queen's Platinum Jubilee beacon and gas.
Clerk advised that he had an offer letter from the Locality Budget department that he has responded to and he awaits payment of the grant.
- 5.3 Defibrillator installation
Clerk advised that a licence to install the mounting post has been issued and that what needs to be done now, and is being done, is to confirm there will be nothing affected underground where the post is going to be sited and to find appropriately qualified people to install it. Clerk advised that he is in contact with Mr Jesson, Colin Poole the Haverhill Town Council Clerk and Cllr Roach regarding this.

Clerk

- 5.4 Defibrillator training.
Cllr Wheeler confirmed he has sent emails regarding this and is awaiting replies. Cllr Naylor stated that this training is a personal matter and not a Council decision and asked if it could now be taken off the Finance Committee agenda. It was agreed by all that it could be.
- 5.5 War Memorial.
Clerk advised that Ivett and Reed have no record of cleaning the War Memorial. Clerk has also found in notes from the previous Clerk regarding last year's budget, that the War Memorial was last cleaned in November 2014 at a cost of £2,152.00. No record of who cleaned it. Next clean is therefore due in 2024. Clerk advised that Cllr Naylor has found details of a man called Jack Sills from Independent Memorial Inspection who clean War memorials. Cllr Naylor asked if it could now be taken off the Finance Committee agenda. It was agreed by all that it could be. Clerk
- 5.6 Office cleaning.
Clerk advised that in his opinion the office does need a clean on a monthly basis. This has been allowed for in the budget for next year. Cllr Wilsher proposed this action, seconded by Cllr Naylor. No other resolutions, unanimously agreed. Clerk
- 5.7 Office carpet clean
Clerk advised he has been quoted £60 to clean the office and meeting room carpets and doormat by Darren Foreman from Quality Clean. Cllr Naylor proposed this action, seconded by Cllr Woodward. No other resolutions, unanimously agreed. Clerk

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Street Furniture: Any other street furniture matter

- 6.1 None

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Grounds Maintenance: Any other grounds maintenance matters

- 7.1. Consider supplementary 3rd cut of Public Rights Of Way
Clerk advised that at the last Parish Council meeting it was agreed that this item should be considered at the Finance Committee precept meeting with regard to the budget/precept. It was discussed at the preliminary Finance Committee meeting on 2nd December 2021 and it was agreed that the quote from Suffolk County Council of £287.00 was acceptable and that it will also be budgeted for in the 2022-2023 precept application under Grounds Extras. All Councillors in favour of this. Clerk
- 7.2. General upkeep of Silver Street Park
Cllr Naylor advised that Andy Lyle has completed this work at a cost of £11 per hour that he will submit an invoice for. Council previously agreed to pay up to £14 per hour, PC 127-06 on 16th November 2021 refers. Clerk
- 7.3. Strimming contract
Cllr Naylor advised that the strimming contract is due for tender next year. She has spoken to Bob Dellar of RMS Tree Services who currently has the contract and who said he would like to quote for it again. Cllr Naylor advised that we will need three quotes. MD Landscapes will not be quoting as they have no one who does strimming. Cllr Wheeler suggested West Suffolk Council could quote and Cllr Naylor suggested Haverhill Town Council could quote. Clerk
- 7.4. Repaint benches in Silver Street Park
Clerk advised that the two green metal benches are in need of repainting. Cllr Wheeler suggested that the company who had previously painted the bandstand could do it and that other quotes would not be needed as they have done work previously that Council were happy with. Cllr Woodward found a message on social media indicating this may have been done in October 2020. Clerk to identify this company, ask for a quote and have it done as soon as possible. Could be paid for from the Silver Street Park budget or the Recreation Equipment budget or the Village Amenities budget. Clerk

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Play Equipment

- 8.1 Receive Monthly Play Equipment Inspection Report; agree action
Clerk advised that he is chasing Mortimer Contracts regarding repair/replacement of the end cap on the overhead see saw and that he has removed the tape from the swing's chain. Clerk

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Outstanding estimates awaited or work ordered

- 9.1. Cutting/strimming the river area along the Cut, in Waterfield Meadow and Silver Street Park
Clerk advised that MD Landscapes have said that it is too wet to do this at present but they're ready to go when it's had a few days to be dry enough to do.
- 9.2. Grit bin, West End Lane
Clerk advised that he has chased Wayne Blackman to complete the work on this by riveting a metal bracket on the damaged corner. Clerk advised that he has however had a look at this damaged corner and that the body of the grit bin is thick enough and strong enough to the extent that he doesn't think it is in desperate need of repair as the structure of the bin is still sound. Clerk advised he's inclined to contact Wayne Blackman and say Council will pay him for the work he's done namely emptying the bin, replacing it in its original position and refilling it and offering £25 for this that is half of the original £50 agreed. Cllr Wheeler suggested contacting Wayne Blackman and asking him for an invoice for the work already completed. All Councillors in agreement with this.

Clerk

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Grants

- 10.1 Uptake
- a. Ketton Players £450.00 paid 22nd November 2021
 - b. Kedington Mothers and Toddlers £150.00 paid 19th November 2021
Cllr Naylor asked for it to be minuted that Kedington Mothers and Toddlers expressed their thanks to Kedington Parish Council for the grant.
- 10.2. Applications: None

The meeting closed at 7:55 p.m.

Signed..........Date.....11th January 2022.....