

**MEETING OF THE FINANCE &  
GENERAL PURPOSE COMMITTEE**

**Tuesday 19<sup>th</sup> September 2023 at 9:30am**

**Parish Council Office, Old School Building, Main Street**

**MINUTES**

**Present:** Cllrs P Hyde (Chair) Jeanette Johnson (Vice Chair) and Laurence King

**In Attendance:** Jessica Sherrin (Parish Clerk)

- 23/388**      **Apologies for absence** – Cllr Yvonne Greenfield
- 23/389**      **Declaration of interests for items on the agenda** - None
- 23/390**      **Minutes of the previous meeting** –30<sup>th</sup> May 2023 approved as a true record and signed by the Chair. Matters arising – D List getting quote for Poplars decoration. To be asked to send options for OSB clock and up-lights to L King and to get quote for war memorial ramp, so attempt to get something in place for remembrance if possible. J Johnson and P Hyde to fix date to review historical records. “Added Value” letter to be sent to local developers - J Savage to be asked to compile list of contacts. J Johnson to organise meeting with Brass Band to review payment / donations for concerts. Donations from this year to be kept by Brass Band towards equipment costs. Raffle funds to offset costs of prizes and payment for performance.
- 23/291**      **Review of External Audit Report** – “In our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met”. Noted
- 23/292**      **Review of Insurance Pre-Renewal Questionnaire** – Current Assets Register to be sent to broker to ensure categorisation and sums insured match pre-renewal proposal. J Sherrin to check contents insurance cover with individual Poplars clubs.
- 23/293**      **Budget Planning** – Each sub-committee to have budget considerations for 2024-5 as an agenda item during October / November. F&GP to review 6 months accounts in October, sub-committee requests in November and arrange first budget working group meeting in early December. Over-spend of Fees budget noted. To approve at next Full Council.
- 23/394**      **CIL expenditure** – Review of expenditure to date and priorities. Expenditure to date on Pétanque Piste and Kitchen Refurbishment total £12,836. Poplars tables and chairs to be added to next Poplars agenda for review. OSB – ensure garden plans are phased and expandable. OSB corridor and side room – quote to be sought from local builder. To consider refurbishing OSB public toilets and main hall after these. Casual play area at Poplars may require some CIL expenditure to top up any Football Foundation grant being sought. Cemetery portacabin still needs refurbishment – noted would need to come from maintenance budget as not for public use / benefit. D List to seek quote from local builder.

*Due to the confidential nature of the item transacted, the following section was not open to members of the public and is therefore minuted separately*

- 23/295**      **To received letter from Windmill Kindergarten**
- 23/396**      **Information update**
- 23/397**      **Date of next meeting – Thursday October 26<sup>th</sup> at 9am**

**Signed:** \_\_\_\_\_  
**Chair of Finance & General Purpose Committee**

**Date:** \_\_\_\_\_