WILLITON PARISH COUNCIL

Minutes of the Finance and Administration Committee Meeting held on 20th April 2015 at 7.15pm at the Parish Office, Williton

Attendees:

Councillors Vaughan (Chairman), James and Woods

Public None

Other Mrs M Francis

Apologies:

Councillors Bennett, Denton and McDonald

14/127A Apologies as noted above

14/128A Declarations of Interest

There were none

14/129A Approval of Minutes of the Finance & Administration Committee Meeting held on 16th March

2015

After a proposal from Cllr Woods, seconded by Cllr James, it was unanimously **resolved** to approve the minutes.

14/130A Matters to Report

14/130.1A (Item 14/114.1A) Youth Service It was **resolved** to note a grant had been received from Youth and

Community Group Grant for £1,500.00.

14/130.2A (Item 14/114.2A) Street Cleansing and Public Convenience Cleaning Contract The Clerk reported the

frequency of services in Watchet and Minehead were the same as Williton, being every eight weeks. It

was resolved to remain at this level.

14/130.3A (Item 14/120A) Pedestrian Crossing and Lighting

A meeting took place on 8th April with EDF Energy and Andrew Goodchild and it **resolved** that Cllr Denton would apply to the Mitigation fund for the crossing and lighting. It was **resolved** the Clerk would contact Cllr Denton regarding the application; it was **resolved** after a proposal from Cllr Vaughan, seconded by Cllr Woods to contact Jan Ross from Engage to assist with the application. Cllr Woods suggested if the application was unsuccessful to then apply for the 106 money. It was further suggested to request street lighting on any future building applications.

14/131A Parish Office

The Clerk reported that the 'No Parking' signs had been ordered.

The Clerk advised prices for folding tables. Due to the storage of the existing tables, it was **resolved** this issue would be re-visited at a later date.

14/132A Budget

14/132.1A It was **resolved** to note the detailed Expenditure Analysis sheet as at 31st March 2015. Cllr Vaughan reported an underspend of £35,574.52 for the year 2014-15, the areas where money was saved included ground maintenance, staff wages, insurance, lengthsman and pavilion. It was **resolved** to note the grounds maintenance and pavilion monies had been ring-fenced. After a proposition from Cllr

Vaughan, seconded by Cllr James, it was **resolved** to recommend to full council that £10,000.00 be added to Capital Projects, giving a total of £35,000.00 to secure the purchase of the Doctors land and the widening of the Robert Street entrance to the Memorial Ground to enable this access to become the primary entrance.

It was **resolved** to contact Cllr Koch to request she become a signatory on the Parish Council bank account.

14/132.2A It was **resolved** to note the provisions as at 31st March 2015.

 Current Account
 £
 70,146.51

 Santander Time Deposit 18mths
 £
 69,388.89

 Petty Cash
 £
 1,55.33

 Parish Plan
 £
 1,173.42

 £
 140,864.15

14/133A Bank Reconciliation

It was **resolved** to note that Cllr Vaughan carried out the bank reconciliation for the month of March 2015.

14/134A Accounts for payment

It was unanimously **resolved** to agree payment of the invoices on the attached list.

14/135A Correspondence

Notice of loan repayment had been received.

Notice had been received stating that the Santander Time Deposit account will mature on 30th April 2015. After a proposal from Cllr Vaughan it was **resolved** to deposit the funds for a further year into a new 1 Year Fixed Rate Business Bond at a rate of 1.00% AER/gross fixed for one year.

14/136A It was **resolved** to exclude the press and public from the remainder of the meeting.

14/137A End of Year Audit

It was resolved to note that the Auditor had started working on the year end.

14/138A Insurance Renewal

It was noted that the insurance renewal had been received. It was **resolved** the Clerk would obtain three comparative quotes and report to the next Full Council meeting.

14/139A Matters for the next meeting to be held on Monday 15th June 2015

End of year audit

Meeting closed at 8.20 pm