

WILLITON PARISH COUNCIL

Minutes of the Finance and Administration Committee Meeting held on
Monday 17th April 2023 at 7.00pm, in the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors Payne (Chairman), Aldridge, Angell and Hooper
Public None
Other Mrs M Francis

Apologies:

Councillors Howes and White

22/113A The Chairman advised the meeting would be recorded

22/114A Apologies as noted above, and reasons approved

22/115A Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Payne	22/121A	Personal	Informed meeting and did not vote on personal reimbursement

22/116A Approval of Minutes of the Finance & Administration Committee Meeting held on 20th March 2023

It was **resolved** to approve the minutes. Proposed Cllr Hooper, seconded Cllr Aldridge

22/117A Matters from the Minutes – for the purpose of report only

Eye Test and Glasses Policy had been approved and adopted by Full Council

22/118A Parish Office

22/118.1A Quotations for Front Window, Side Window and Side Door – discussed under item 22/129A

22/119A Budget

22/119.1A It was **resolved** to note the detailed Receipt and Expenditure Analysis sheet as at 31st March 2023.

22/119.2A The provisions as at the 31st March 2023

Current Account	£ 15,240.18
Santander Time Deposit 18mths	£ 71,773.57
Nationwide Building Society	£ 80,940.08
Petty Cash	£ 60.11
	<u>£ 168,013.94</u>

After a proposal from Cllr Payne, seconded by Cllr Hooper, it was unanimously **resolved** to transfer funds from a reserve account, into the current account, if any delay on receiving the precept

22/120A Bank Reconciliation

It was unanimously **resolved** Cllr Payne would carry out the bank reconciliation for the month of March 2023. Proposed Cllr Hooper, seconded Cllr Aldridge

22/121A Accounts for payment

It was **resolved** to agree the payments on the attached list.
Proposed Cllr Angell; seconded Cllr Hooper

22/122A Correspondence

Annual Interest Statement from Nationwide had been received, showing interest of £456.66

Public Works Loans Board (PWLB) annual statement had been received, showing an outstanding balance of £60,875.16

22/123A Consideration for purchase of a projector and screen

After a discussion, it was agreed Cllr Angell would investigate various options and report back to committee

- 22/124A Scheme of Delegation**
After a discussion, it was agreed the clerk would prepare a paper for consideration
- 22/125A Civility and Respect**
Resolved to defer this item until the May meeting
- 22/126A Bellamy's Corner**
No update - A reply was still awaited
- 22/127A Matters for the next meeting to be held on Monday 15th May 2023**
- 22/128A A resolution was passed to exclude the Press and Public from the remainder of the meeting due to Personnel Matters and Commercial Sensitivity**
Proposed Cllr Aldridge, seconded by Cllr Hooper
- 22/129A Quotations for Front Window, Side Window and Side Door**
Only two quotations had been received. The name of another company to approach was given.
- 22/130A Staffing Levels**
Various options were discussed, which would be passed onto the Personnel Committee

Meeting closed at 8.09 pm.

Signed as a true and correct record Cllr Payne Dated 15th May 2023