

WICKHAM MARKET PARISH COUNCIL

CHAIR: Cllr IVOR FRENCH

FINANCE & GENERAL PURPOSE COMMITTEE

CHAIR: Cllr DAVID CHENERY



MINUTES of the meeting of Wickham Market Parish Council Finance & General Purpose Committee held on Monday 1 September 2025 at 19:00

- FGP25: 13 **Present from the Council** Cllr Chenery (Chair) Cllr Creasey
Cllr Cooke Cllr French
A. Besly (Clerk)
- FGP25: 14 **Present from the Public** None
- FGP25: 15 **Open Public Forum session** None
- FGP25: 16 **Apologies for Absence:** Cllr Dempsey-Gray
- FGP25: 17 **Declarations of Interest in items on the agenda:** None
- FGP25: 18 **Proposal to approve the draft minutes** of the F&GP Meeting of 7 July 2025 **All Agreed**
- FGP25: 19 **Chair's Report:** Nothing to report
- FGP25: 20 **Finance Reporting:**
- 20.1 **Finance report and Payments Schedule:** **Published** It was noted that the cost for Castlevue Charitable Services for drafting the Sizewell C Grant application should be shared with the village hall. **Clerk** to follow up with Clive Edmunds
- 20.2 **Bank Reconciliation and Reserves Summary:** **Published** The bank reconciliation was checked against Barclays bank balances and the CCLA statement. It was agreed and signed.
- 20.3 **Summary Financial Statement:** **Published** The following was noted:
- Maintenance Operative: There is no expected spend. The litter picking aspect of this budget is now carried within Salaries. It was decided not to recommend a budget transfer, but to manage the variances through narrative.
 - Non domestic Rates: This is an East Suffolk charge. Action for the Clerk to check against other cemetery operators and challenge if appropriate
- FGP25: 21 21.1 **Proposal to approve the purchase of Jute bags** for promotion purposes at the market using an East Suffolk Council [ESC] grant.
The bags and artwork were reviewed. This promotional activity is funded by ESC and will support the new destination website when it goes live in September. The bags will be free for people purchasing goods from the market. Cost is £2,755 which will purchase 830 bags. The proposal was approved. **All Agreed**
- 21.2 **Proposal to approve payment for Jute bags.** Based on the above discussion, the payment for the bags which is above the Clerk/Chair delegated authority was approved. **All Agreed**
- FGP25: 22 **Proposal to use an ESC grant** to purchase cycle racks. Cllr French reported that a grant of £1,000 has been approved by ESC to be used in support of cycling. He proposed that cycle lock bars could be installed at the Health Centre, Library and Village Hall subject to approvals. **All Agreed**
- FGP25: 23 **Consider the Cemetery Garden of Remembrance surround.** There was considerable discussion over the costs in the draft proposal from the Environment and Leisure Working Group. This proposal is still being refined with the intention of bringing it to the next full council.
- FGP25: 24 **Reporting items for the next meeting:** Project suggestions for the East Suffolk Towns funds that are available. The Promotional bags have used some, there are plans to propose a way finding finger post which is supported in principle by ESC. Other projects to be considered.
- FGP25: 25 **Date of next meeting:** Monday 3 November 2025

Meeting Closed 20:26

Signed.

Cllr David Chenery, Chair.

Date.

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