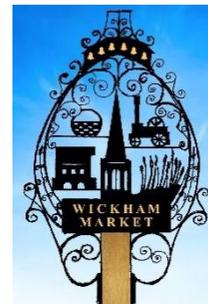


# WICKHAM MARKET PARISH COUNCIL

CHAIR: GEMMA DEMPSEY-GRAY

## FINANCE & GENERAL PURPOSE COMMITTEE

CHAIR: DAVID CHENERY



**MINUTES** of the meeting of Wickham Market Parish Council Finance & General Purpose Committee held on Monday 3 July 2023 at 19:00

- FGP23:20 **Present from the Council** Cllr Chenery (Chair) Cllr Dempsey-Gray  
Cllr French A. Besly (Clerk)  
Cllr Cooke
- FGP23:21 **Present from the Public** None
- FGP23:22 **Open Public Forum session** None
- FGP23:23 **Apologies for Absence:** None
- FGP23:24 **Declarations of Interest:** None
- FGP23:25 **Approve the draft minutes** of the F&GP Meeting of 19 April 2023  
Draft minutes of 19 April 2023 were approved as a correct record: **All Agreed**
- FGP23:26 **Chair's Report:** Nothing to report beyond the agenda items  
Speed Indicator Device posts have been ordered through Suffolk County Council (SCC) for three new sites, Border Cot Lane, Deben Bridge and Broad Road. However, SCC are changing their contractor so are not accepting new applications at the moment. We will keep you updated.  
There is no update regarding the Youth Football Club car park
- FGP23:27 **Finance report including Bank Reconciliation** – Review of draft report to be presented to July full Council: There were no questions
- FGP23:28 **Payments Approval:**  
28.1 Proposal to ratify the insurance premium of £1,611.95. **All Agreed**  
28.2 Proposal to preauthorise the following regular payments up to a maximum value. **All Agreed**
- Maintenance Operative invoices up to £180 per week
  - Newsletter production costs up to £600 bimonthly
  - Newsletter distribution costs up to £250 bimonthly
- FGP23:10 **Payments Schedule** - Review of draft schedule to be presented to July Council: There were no questions
- FGP23:30 **Proposal to recommend to Full Council** to add Cllr Dempsey-Gray to the bank mandate
- FGP23:31 **Review internal Audit report:** For approval by Full Council  
The internal Audit report was reviewed and two improvements were noted for the Clerk to address:
- Ensure AGAR approvals have separate agenda items for each form.
  - Publish the last 5 years' AGAR reports on the website.
- The F&GP committee recommends this report is accepted. **All Agreed**
- FGP23:32 **Review external audit reports for 2020-21 and 2021-22:** For approval by Full Council  
The external Audit reports were reviewed and the exceptions noted. Improved processes and management will ensure these circumstances will not recur.  
The F&GP committee recommends these reports are accepted. **All Agreed**
- FGP23:33 **Grant Applications**  
33.1 **Consider George grant application.** As the George has now been fully funded, The F&GP committee recommend that the council does not approve this grant application. However, it is recommended that the council explore with the George a grant of lesser value more comparable to WMPC small grants scheme for the purchase of something of community value. This decision will be passed to the full council on 17 July. **All Agreed**  
33.2 **Consider Village Hall grant application.** It was proposed that the village hall grant application to cover insurance of £1,747.31 be approved. **All Agreed**
- FGP23:34 **Review usage opportunities for ESC Town Development Fund**  
The Chair and Clerk reported on a meeting with East Suffolk Towns Initiative team regarding opportunities that can be supported by the ESTI grant and those that could be supported by other grants. The Clerk will circulate a written report to be presented to the Full Council on 17 July
- FGP23:35 **Reporting items for the next meeting:** Review of CIL
- FGP23:36 **Date of next meeting:** Monday 4 September

Closed at 20:45

Signed.

Cllr David Chenery, Chair.

Date.

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