

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 4 November 2024 at 19:00

- FGP24: **55 Present from the Council** Cllr Chenery (Chair) Cllr French
Cllr Cooke
Cllr Dempsey-Gray [19:30] A. Besly (Clerk)
- FGP24: **56 Present from the Public** None
- FGP24: **57 Open Public Forum session** None
- FGP24: **58 Apologies for Absence:** Cllr Creasey was not present but offered no apology
- FGP24: **59 Declarations of Interest in items on the agenda:** None
- FGP24: **60 Proposal to approve the draft minutes** of the F&GP Meeting of 2 September 2024 **All Agreed**
- FGP24: **61 Chair's Report:** Cllr Chenery mentioned the budget in relation to the rise in Employers National Insurance Contributions. The Clerk reported that SALC were looking into this but as the Clerk uses HMRC software for running payroll, we would get a definitive answer by **mid November**.
Cllr Chenery also reported that Rendlesham had cancelled their fireworks display at very short notice creating significant bad feeling. A lesson to be learned for any event organiser.
- FGP24: **62 Finance Reporting:**
- 62.1 Finance report and Payments Schedule:** [Published](#) There were no questions
- 62.2 Bank Reconciliation and Reserves Summary:** [Published](#) There were no questions
- 62.3 Summary Financial Statement:** [Published](#) There were no questions
- 62.4 Review of forecast for 2024-25 to present to full council:** [Circulated 22 Oct](#) The forecast was reviewed in some detail and it was agreed that it represented a fair view of WMPC end of year position. This will now be published.
- FGP24: **63 Proposal to approve payments** above the delegated authority of the Chair/Clerk. **None**
- FGP24: **64 Proposal to move some reserve funds to CCLA** to achieve better return. This proposal was reviewed in some detail and it was proposed that the F&GP recommend to the Full Council that £60k be transferred to Churches, Charities and Local Authorities Fund (CCLA)
The Clerk will provide a briefing to the full council outlining their business and comparing the resulting investment interest rates between Barclays and CCLA.
- FGP24: **65 Review proposal for maintenance operative** The staffing and Personnel recommendation was reviewed and it was proposed that, to provide continuity of maintenance, an external contractor should be engaged initially to manage Little Lane, FP9 (George to King Edwards) and the grass triangle to the north of Rackham's bridge to the village sign (recognising this is in Lower Hacheston) **All Agreed**
Clerk to obtain quotes
- FGP24: **66 Proposal to approve a grant request from Wickham Market Partnership:** [Circulated 22 Oct](#)
There was considerable discussion over this request with concerns raised over:
- The overall cost and therefore value for money compared to Wickham Market Parish News
 - Evidence of the effectiveness of the leaflet to Wickham Market businesses is not quantified
 - Distribution volumes and areas are not shown
 - It is unclear whether VAT is payable on the product or distribution.
- It was noted that Wickham Market Parish News (WMPN) contains business contact details and advertises the Christmas market. This 32 page colour magazine is distributed to 2,200 addresses in and around Wickham Market with production and delivery costs currently £1,020.
Eventually a compromise was proposed that WMPC offer £250 towards the 2024 leaflet but do not fund this going forward. As an alternative, 4 pages (equivalent to 2 sides of A4) of WMPN would be offered for Wickham Market Partnership to publish business details for the Christmas issue at no charge. **All Agreed**
- FGP24: **67 Proposal for WMPC to fund the Community Choir** as part of its regular operations.
Cllr Dempsey-Gray outlined the benefits of having a community choir that is free to join. This has been successfully run for the last two years funded by various grants. This proposal is for WMPC to underwrite the cost of the Choir for 2025-26 totalling £2,432. Further grants would be sought for this activity to reduce these costs where possible. Cllr Dempsey-Gray did not participate in the decision making, however all other members agreed. **Carried**
- At this point the meeting had run for 2 hours.** It was proposed that standing order 3) x. be suspended to allow further business to be transacted. **All Agreed**
- FGP24: **68 Review suggested budget 25-26** in order to make a recommendation to full council on 18 November: [Circulated 22 Oct](#) The proposed budget was reviewed in detail and a few changes were recommended

which were made during the course of the meeting to produce a draft version to be presented to the full council on 18 November for comment. This draft will be published.

FGP24: **69 Review of current funding opportunities** to see if there is anything that can support council activities. Cllr Chenery offered to look at WMPC commitments list for 2025-26 to identify if there is any funding available to support WMPC operations.

FGP24: **70 Reporting items for the next meeting** None

Exempt/Confidential Items Proposal to Exclude members of the public under Section 100A(4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information. **All Agreed**

FGP24: **71 Review proposal from Staffing and Personnel** committee regarding litter picking. This proposal was reviewed and found to be affordable. **All Agreed**

FGP24: **72 Date of next meeting: Monday 6 January 2025**

Meeting closed 21:49

Signed.

Cllr David Chenery, Chair.

Date.

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