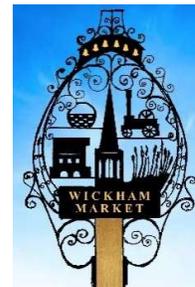


WICKHAM MARKET PARISH COUNCIL

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 4 September 2023 at 19:00

- FGP23: **37 Present from the Council** Cllr Chenery (Chair) Cllr Cooke
Cllr French A. Besly (Clerk)
- FGP23: **38 Present from the Public** 1
- FGP23: **39 Open Public Forum session** None
- FGP23: **40 Apologies for Absence:** Cllr Dempsey-Gray
- FGP23: **41 Declarations of Interest:** None
- FGP23: **42 Approve the draft minutes** of the F&GP Meeting of 3 July 2023
Draft minutes of 3 July 2023 were approved as a correct record: **All Agreed**
- FGP23: **43 Presentation from the Football Club**
Marc Worne, Chair of Wickham Market Football Club explained the current issues and possible solutions:
- The football Club roof required urgent repairs as some areas have already failed.
 - Costs are expected to be c£25k.
 - Football Foundation will provide grant funding for 75% of this provided there is a lease in place with more than 10 years to run.
 - As there is no lease in place and no prospect for this to change in the short term, a second option has been suggested.
 - The Parish Council could be a joint applicant for the grant.
 - There would be no financial commitment from the Parish Council.
 - The football Club can indemnify the Parish Council for any costs.
 - However, if the Parish Council choose to evict the Football Club within 10 years, The Parish Council would be responsible to the Football Foundation for grant claw back.
- It was proposed that the F&GP Committee recommend to the Full Parish Council** that the joint grant application option should be approved contingent on an indemnity for costs, except grant clawback should there be an eviction within 10 years. **All Agreed**
- FGP23: **44 Chair's Report:** Nothing to report beyond the agenda items
- Speed Indicator Device posts have been agreed by Suffolk County Council (SCC) for three new sites and we are awaiting an installation quote.
 - Chapel Lane should have Quiet Lane posts installed by the end of October.
 - Quiet Lane signs on Spring Lane and Mill Lane will be installed this week
- FGP23: **45 Finance report including Bank Reconciliation –** Review of draft report to be presented to July full Council: There were no questions
- FGP23: **46 Payments Schedule -** Review of draft schedule to be presented to July Council: There were no questions
- FGP23: **47 Review of detailed Actual vs Budget report** to recommend any budget category changes to the full council
There was concern over the Cemetery costs which will create an expected deficit of £5k - £6k in 2023-24 based on current receipts. It was agreed that the following actions should be recommended to the full Council:
- Work to create an achievable budget.
 - This may need to consider cost reduction measures.
 - The impact will need to be considered for the Grounds Maintenance contract.
- FGP23: **48 Update on usage opportunities for ESC Town Development Fund**
It was noted that funds allocation has been agreed in principle for the following:
- Update the village map.
 - Reproduction of the walks leaflet.
 - Village Signage.
- The Clerk will continue to try to get confirmation for the use of these funds for the Newsletter and WM Partnership Christmas Shopping leaflet.
- FGP23: **49 Review of CIL**
It was noted that Wickham Gate CIL is expected to go to Pettistree but the bulk will be retained by East Suffolk Council (ESC) who would be receptive to an application by WMPC for a major project. WMPC should therefore:
- Arrange another WMPC/ Village Hall CIO meeting to review the current position.

- Create a project proposal to submit to ESC to register the intention to apply for a significant amount of CIL funding.

FGP23: **50 Proposal to set up a Parish Council PayPal account** to facilitate online purchases
 It was proposed that a Parish Council debit card would be more flexible and that it should be recommended to the full Council that the Clerk apply to Barclays for this. **All Agreed**

FGP23: **51 Review and update the template for a 3 – 5 year plan** for presentation to the full council
 The template for the business plan was reviewed. This was created by the Clerk for his CiLCA qualification in March 23 and was well received by the assessor. To update it the following changes were recommended:

- Councillor Training: There should be more focus on councillor training with specific actions.
- Climate Action should be added both as a separate action and as a consideration for other action plans. Cllr Chenery will set up a Climate Action Working Group meeting to discuss.
- Where some actions have been completed these should be marked as “Achieved” rather than deleted.
- It was proposed that the updated draft business plan be presented to the Full Council for review and approval on 18 September. **All Agreed.**

FGP23: **52 Reporting items for the next meeting:** None

FGP23: **53 Date of next meeting:** Monday 6 November 2023

Closed at 21:25

Signed.

Cllr David Chenery, Chair.

Date.

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