**Draft Minutes of the Finance & General Purpose Committee meeting held on**

**Monday 4th November 2019 at 7:00pm in Wickham Market Village Hall,**

**Committee Room**

**Present**: Cllr Alan Biddle (Chairman) Cllr David Chenery Cllr Dick Jenkinson Cllr Robin Cooke

Cllr Emma Lawrence

**Officers in Attendance:** Jo Peters, Clerk to the Council. There were no members of the public present.

1. **To receive Apologies for Absence**

There were none.

1. **To receive Declarations of Interest**

There were none.

1. **To approve the draft minutes of the Finance & General Purpose Committee meeting held on Monday 2nd September 2019**

A copy of the draft minutes had been circulated to all Committee members prior to the meeting**.**

**RESOLVED**

**Minutes of the meeting held on 2nd September 2019 were signed as a true record.**

1. **Review of 2019/20 Half Yearly Accounts & Budget Update**

The Clerk/Responsible Finance Officer had circulated a copy of the 2019/20 Half Yearly accounts and budget update to all Committee members prior to the meeting.

The Clerk stated the printer in the Resource Centre was purchased from a grant given by Wickham Market Partnership to Wickham Market Village Hall New Build Group (WMVHNBG) and therefore in her view this printer was the property of WMVHNBG. There was a brief discussion regarding the consumables for this printer and it was agreed a column for stationary needed to be added for the 2020/21 budget.

Cllr Jenkinson stated the costs for the new Parish Council website for £350.00 also needed to be added.

**RESOLVED**

**That the 2019/20 Half Yearly Accounts and Budget update be Approved.**

1. **Re-joining of SALC - (Responsible Finance Officer to report)**

The Clerk/Responsible Finance Officer gave details regarding the costs incurred to

re-join SALC. The Chairman reported in his view this was a good investment and stated the Parish Council needed to be represented and going forward this cost would be included within the budget due to LCPAS relocating. Cllr Chenery volunteered to be the SALC Representative.

It was agreed that training for all Councillors and some advanced training for the Clerk would be looked into.

1. **2020/21 early budget discussions**

The Chairman stated the following recommendations could be looked into:-

Reducing Grant Aid funding

Increase in Cemetery Fees

Increase in Allotment Fees

Funding for Neighbourhood Plan no longer required

The Chairman stated in his view if possible, the £5,000 given to WMVHNBG needs

reinstating as this will assist them when applying for grants.

The Chairman stated the following matters also needed to be taken into consideration:-

Climate Emergency Measures

Traffic & Parking Working Group Open Public Exhibition

There was a brief discussion regarding the Hanging Baskets for next year as East Suffolk Coastal Norse had informed the Clerk they would no longer be carrying out the watering.

**Resolved** this matter would be looked into by the E & L Committee and taken into consideration when approving their 2020/21 budget.

Finally, there was a discussion regarding the necessary rise needed to next year’s Parish Precept and the Chairman suggested he could email all Parish Council members and ask for their views in respect of expenditure needed or savings to be made.

**Matter of report** – Cllr Jenkinson reported he would be funding £25.00 from his Chairman’s budget towards the WMP Xmas Shopping leaflet.

1. **Matters for the next meeting**

Review & Consider the 2020/21 Budget. To consider implementing a Safeguarding Policy,

There being no further discussion the Chairman closed the meeting at 8:00pm

Signed………………………………………., Chairman Dated…………………..................