

MINUTES OF MARTHAM PARISH COUNCIL FINANCE COMMITTEE MEETING

Held on Wednesday 8th July 2015
In the Community Centre, Playingfield Lane, Martham at 7.30pm

Present Councillors Bradford (chair), Gates, Hooper (part), Hurkett, Manifold, Starkings.

Clerk: Mrs Sarah Hunt

1. Apologies for absence.
Mr Mark Johnson – holiday.
2. Declarations of personal interest and dispensations for any items on the agenda.
Cllr Starkings is an allotment holder and will not be voting on Item 9.
Cllrs Bradford and Gates are both Trustees of the Playingfield Committee.
3. To approve the minutes of the Finance meeting held on 11th March 2015.
PROPOSED Cllr Gates, seconded Cllr Starkings and AGREED as a true and correct record. Signed by the Chairman.
4. Update on Concurrent Functions.
It has not yet been formally notified to Council, however the expectation is that there will be no 12.5% Clerks contribution this year on Concurrent Functions. The Clerk has been in discussion over bus shelters and the churchyard and it appears both will still be paid. Sums are frozen from this years application.
5. Grass Cutting Contract.
October agenda.
6. VAT.
The clerk updated the meeting from the course recently attended. Spreadsheets will be prepared and total figures looked at to ensure compliance. Cllr Starkings is working with the Clerk on this. The recommendation is that once the figures are available a professional VAT specialist is consulted to ensure that the decisions taken are best for the Council. To go to full Council September. CLERK.
7. Toilets.
Cllr Hooper discussed the report provided by Great Yarmouth Borough Council with the Committee. It was PROPOSED Cllr Manifold and seconded Cllr Hurkett that a recommendation be made to Council that the District Councillors be held to their

election promises to keep the toilets open and that the Parish Council does not take on responsibility. AGREED.

8. Changing Rooms extension to Community Centre.

This now needs to be progressed. The Clerk has undertaken investigative work, and it was PROPOSED Cllr Bradford and Seconded Cllr Starkings that a recommendation be made to full council that first registration be sought for the Playingfield to ensure that Land Registry documents were available to support applications for grants.
CLERK.

9. Allotment rental charges.

It was PROPOSED Cllr Manifold and seconded Cllr Gates that a 50p/rod increase be applied to the Allotments for January 2016. AGREED.

10. Court Case.

Council has just over £16,000 in the legal fund, and £10,000 in reserves. This is currently sufficient to meet anticipated Barrister fees and disbursements.

11. To review cost code budget.

Proposal list received from Clerk, PROPOSED Cllr Manifold, seconded Cllr Gates that the changes be made to the budget headings as suggested. CLERK.

12. To review List of Internal Controls. No change recommended. PROPOSED Cllr Starkings, seconded Cllr Hurkett. AGREED.

13. Items for next agenda.

None.

The meeting closed at 8.42pm.