



## MINUTES OF FINANCE COMMITTEE MEETING

Held at the Community Centre on

Wednesday 2 February 2022 at 7.30pm

**1. ATTENDANCE** - To note those present and accept any apologies for absence  
Cllrs Bradford, Sayer and Starkings (Chair) were in attendance with the Clerk.

### **2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Declarations were made by Cllrs Bradford and Starkings as trustees of the Martham Coronation Recreations Ground Trust. The Clerk noted the dispensation already in place from Cllr Sayer as a member of the Cricket Club.

### **3. MINUTES OF PREVIOUS MEETING**

The minutes of Finance Committee meeting held on Wednesday 10 November 2021, were AGREED as a true and accurate record, PROPOSED Cllr Bradford, seconded Cllr Starkings.

**4. MAINTENANCE SCHEDULE** – a review and discussion regarding any additional work required took place.

#### Bench on the Green

The bench on the coop green had been repaired. It will be due for a paint which can take place once posts for cordoning off the area.

Recommendations:

- Purchase posts from True Traders.
- Obtain the costs related to installing a concrete slab

#### Daisy Close Lights Replacement

Recommendation:

- Repair and replace at a cost of £362.70 with Tyrell and Brown.

#### Updates in progress:

4.1. War memorial cleaning and repair – in progress with experts due to assess the situation.

4.2. Replacement of the Kissing Gate on Black Street – in progress

- Work had taken place to remove the gate and further quote for installation is progressing.

4.3. Replacement Village Sign – in progress

#### Community Centre Shed

Recommendation: Obtain quotes to replace the shed. **Clerk**

**5. ASSETT REGISTER** - no more additions made.

**6. ALLOTMENTS** – to discuss additional costs for 2022/2023.

-Consider the cost of £130 for two rat treatments

It was agreed to proceed in line with the previously agreed budget. **Clerk**

**7. GRANTS/CONTRACTS** – consider allocations of Concurrent Function Grant for 2023/23. It was agreed to progress with the grant applications for grass cutting where contracts were not already in place.

**8. BUDGET 2022/23**- the budget was reviewed up to the end of January 2022. It was agreed to realign some of the cost centre headings to reflect the allocations more clearly. **Clerk**

**9. AUDIT** – to note progress of the interim internal audit for 2021/22. **Noted**

**10. POLICIES** – to consider the adoption of a 'Reserves Policy'. It was agreed to recommend

### **11. ADMINISTRATIVE MATTERS**

Scarecrow Festival Insurance payment for 2022

Recommendation: Consider the quote once received from the organisers.

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## 12. ITEMS FOR NEXT AGENDA

End of year progress

### RECOMMENDATIONS

- Addition of a reserves policy.
- Consider Scarecrow Festival Insurance payment for 2022
- Progress with the grant applications for grass cutting where contracts were not already in place.
- Realign some cost centre headings to reflect the allocations more clearly (recycling).
- Daisy Close lights repair and replace at a cost of £362.70 with Tyrell and Brown.
- Bench on the Green - to obtain the costs related to installing a concrete slab.
- To purchase posts from True Traders to allow for the Caretaker to paint village benches.

The meeting closed at 8.30pm

Signed .....The Chairman.....Date .....