

# Minutes of Martham Parish Council Finance Committee Meeting held in the Martham Methodist School Room on 8<sup>th</sup> October 2008 at 19:30 hrs.

## Those Present:

Councillors: B Carberry; T Gates; M Huke; K Jordan; P Manifold.

Councillor Wright attended as a member of the public.

**Presiding:** M Huke

### 1. Apologies

None.

### 2. Minutes of Last Meeting

The minutes of the meeting held on 2<sup>nd</sup> July 2008 were AGREED as a true record. *Proposed by* Cllr. P Jordan, *seconded by* Cllr. T Gates. *Unanimous.*

### 3. Matters Arising

None

### 4. Grant Applications for 2008-09

It was AGREED to recommend a grant of £1,100 for 2009-10 to Martham Village Hall. Councillor Manifold declared an interest in this request as a Trustee and took no part in the decision.

Martham Coronation Recreation Ground had requested an increased grant from £10,000 to £13,122.20 or £11,122.20 if the Parish Council would pay to tarmac the play area access path. Members expressed some concerns about inconsistencies in the accounts that indicated uncertainty about some expenditure. It was AGREED to recommend a grant of £11,150 for 2009-10 to Martham Coronation Recreation Ground and that the Clerk be asked to write to the Borough Council to enquire if Section 106 funding could be made available to tarmac the play area access path. *Proposed by* Cllr. M Huke, *seconded by* Cllr. P Manifold. *Unanimous.*

Councillor Jordan declared an interest in this item as a Trustee and took no part in the final decision.

St Mary's Church had made an application for the same grant as last year at £3,000.

It was AGREED to recommend a grant of £3,000 to St Mary's Church for 2009-10. *Proposed by* Cllr. M Huke, *seconded by* Cllr. P Manifold. *Unanimous.*

Daisy Chain Childminders had made an application for a grant to help buy equipment for their new group. Members were sympathetic to the request but noted the organisation was only formed in June 2008 and had not provided articles of membership to the National Childminding Association. The group represented only a tiny minority of local inhabitants of the village and Members felt there are alternative, more appropriate charities that support groups of this type than the Council.

Martham Fun Carnival had made an application for an unspecified grant which was received very sympathetically. It was AGREED that an increased grant over that given in previous years would probably be appropriate but to defer determination of the exact amount subject to information being received about the amounts distributed to charities from the Carnival in 2008. Further consideration would be given to a donation when the information was made available which was hoped to be early in 2009.

### 5. Financial Update of 2008-09 Accounts and Budget for 2009-10.

All the account cost centres for 2008-09 were reviewed in detail and the adjustments listed below were AGREED which result in the revised position shown at appendix 'A'

- Churchyard/War Memorial. The War Memorial may need cleaning during 2009-10. It was AGREED to recommend a budget of £500 towards War Memorial cleaning and planting for 2009-10.
- Bus Shelters. The bus shelter on Repps Road is to be replaced and repairs to the roof on the shelter on The Green are required. It was AGREED to recommend a budget of £1,700 for 2009-10.
- Village Green General Maintenance. This now includes the cost of grass cutting at Staithe Road. It was AGREED to recommend a budget of £3,100 for 2009-10.
- Car Parks. Some pothole filling is likely to be required. It was AGREED to recommend a budget of £300 for 2009-10.
- Ponds. Repairs are likely to be required to the retaining wall of the central pond and it was AGREED to recommend a budget of £500 for 2009-10 to help cover these costs.
- Allotments Revenue. The working party was asked to report back to Council on 15<sup>th</sup> October with a formal recommendation for a rent review or freeze for 2009-10.
- Audit fees. It was AGREED to transfer £1,644.00 from Reserves/Exigencies to cover the unexpectedly high Audit Commission fee for checking the 2006-07 accounts. A budget figure of £550 was recommended for 2009-10.
- General Fund. This has been depleted as a result of the cost of notice boards and a transfer to a separate cost centre for the May & Christmas Fairs. It was AGREED to recommend a budget of £400 for 2009-10.
- General Maintenance Fund. It was AGREED to recommend a budget of £400 for 2009-10.
- Insurance. Increased costs were noted. It was AGREED to recommend a budget of £1,450 for 2009-10 for proper future provision.
- Office Expenses. (Stationery, Equipment, Telephone and Internet). IT equipment will soon need replacing and it was therefore AGREED to recommend that this budget be increased to £1,800 for 2009-10.
- Christmas & May Fairs. It was AGREED to earmark a further £1,000 to the existing budget to support these events during 2009-10.
- Legal Fees. Growing demands for proper legal advice resulted in it being AGREED to recommend a budget of £1,000 for 2009-10.
- Section 137 Grants. Underspent in recent years and an estimated carried forward balances as at 31<sup>st</sup> March 2009 meant it was AGREED to recommend a reduced precept of £200 for 2009-10.
- Travel. Underspent in recent years and an estimated carried forward balance as at 31<sup>st</sup> March 2009 meant it was AGREED that no additional precept was required for 2009-10.

Having made the above adjustments and recommendations the resulting recommendation that the Parish Council applies to the Borough Council for a 5.18% increase on the precept as shown at appendix 'B' was *Proposed* by Cllr. K Jordan, *seconded* by Cllr. P Manifold. *Unanimous*.

The next meeting was confirmed as being at 19.30 hrs. on 4<sup>th</sup> February 2009.

There being no further business, the meeting closed at 21.16 hrs.

Signed.....(Chairman)      Dated.....