

Minutes of the meeting of WATTON TOWN COUNCIL Finance Committee held on

Thursday 15th November 2018 at

Wayland Hall, Middle Street, Watton, Norfolk IP25 6AG

Councillors Present: Kathryn Stallard – Chairman of the Committee, Peter Bishop and Sue Hebborn.

Officers Present: Jane Scarrott Town Clerk

1. APOLOGIES

Apologies accepted from Tina Kiddell and Pat Warwick.

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3(i) The Minutes of the Meeting held on 22.10.18 were accepted as a true record and signed by the Chairman.

3(ii) Matters arising from the minutes not covered elsewhere:

- It was noted that grave digging arrangements will be incorporated into Cemetery Rules.

4. EXPENDITURE MADE SINCE THE LAST MEETING AND CURRENT BUDGET POSITION

- The town clock is not striking and a service call out has been arranged at a cost of £150.
- Land Registration fee of £30 paid to proceed with registration of Wayland Hall.
- Boots to be ordered for the Market Supervisor.
- Extra Christmas lights may be needed and this could incur a cost of up to £1000.
- The Town Council agreed at the meeting on 13.11.18 to purchase 10 past chairman's badges at an estimated cost of £100 each. This will be funded in the current financial year and the cost will be deducted from the Administration contingency fund.

5. REVIEW OF COMMUNITY IMPROVEMENT FUND (CIF)

No recent movement to the CIF, which remains at £92000, with an anticipated fall to £78000 by the end of the financial year, March 31st 2019

6. CONTRACTS: EXTRA GROUNDS WORKS

Consideration was given to incorporating extra grounds maintenance works as quoted to possibly be undertaken in the next financial year.

- The fence around the Lovell Gardens Play Area is recommended for renewal. Investigation will be undertaken to look at whether the cost of renewal could be met either through grant funding or possibly s106 funding. If funding cannot be

sourced, and if the Full Council agrees, the necessary expenditure will be taken from the CIF.

- Bunding of the Bridle Road Play Area has been recommended, to deter vehicles parking on the grass. It was suggested this matter should be considered by the Full Council to decide what action should be taken, if any. If bunding is felt to be a solution Full Council should decide whether this should be undertaken in the current financial year as quoted (money to be taken from the CIF).
- The fencing around the open spaces areas and the lagoon at Shire Horse Way may need weather proofing which will be investigated further.
- New litter bins may be needed which will be financed as necessary within the budget with no specific allowance to be incorporated within the 2019 budget. Sponsorship could be investigated.

7. 2019 BUDGET

The Council considered the second draft of the 2019 budget at the Full Council meeting held on 13.11.18 and agreed that the Finance Committee should continue to work on the basis of the documents presented at that meeting.

Subsequent amendments to be recommended to Full Council:

- to drop the figure for regalia in the budget draft for 2019 from £2000 to £1000 as past Mayor's badges are to be purchased in the 2018 financial year.
- To include £1000 in the 2019 budget for cleaning of the bus shelters.

The two amendments, if accepted by Full Council, would not alter the final recommended precept request as already presented in the 2nd draft budget.


8. DATE OF NEXT FINANCE COMMITTEE MEETINGS:

November 29th at 11.00am

RECOMMENDATIONS TO FULL COUNCIL 27.11.18

That WTC:

1. Considers how to address vehicles parking on Bridle Road Play Area
2. If appropriate, resolve to undertake bunding of Bridle Road Play Area as quoted (money from the CIF to be used)
3. Accepts the 3rd draft of the 2109 budget


29.11.18