

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

Friday March 15th 2019 at

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

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

Officers Present: Jane Scarrott Town Clerk

1. APOLOGIES

Apologies received and accepted from Tina Kiddell.

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3(i) The Minutes of the Meeting held on 15.02.19 were accepted as a true record and signed by the Chairman.

3(ii) Update of matters from the minutes not covered elsewhere:

- A date has been set for members of the Council to meet to research matters relating to Church Walk. A report will be presented to the Full Council.
- A survey of the trees at Church Walk has been commissioned.
- Noted that lighting has been replaced in the Council Chamber. If deemed necessary, extra lights could be added.
- The Sports Association has confirmed a representative will be present at the Annual Town meeting to report on how the donation of £7000 made to the Sports Association by the Town Council has been spent. The Sports Association will be asked to provide a statement to clarify how the donation will benefit the residents of Watton.
- It has been confirmed that DC11 funding received from Breckland District Council can be spent to replace fencing at the Sports Centre Play Area. The work will be undertaken as soon as possible.
- The recycling bins located by the public toilets in Watton are managed by Breckland District Council (BDC). An e-mail has been promised relating to whether any recycling credits have been paid to BDC for materials from the bins.
- It has previously been agreed to purchase amplifying equipment for the Council Chamber. There is a need to implement this decision as it is difficult to hear the recordings made of Town Council meetings.
- It was stated that thanks should be recorded to the Town Operative who has re-ramped the upstairs toilet at Wayland Hall.
- The cost to use the 10 pop up market stalls purchased through Market Town Initiative is looking to possibly be more than originally anticipated.

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

- Any resultant expenditure from resolutions made at the previous Town Council meeting will fall in the 2019/20 financial year and thus will not impact on the

current budget: PAT inspection course for Town Operative, window and bus shelter cleaning and electrical circuit testing for Wayland Hall.

- An application will be made to the Small Claims Court to attempt to re-cover an overpayment of wages paid to a former employee.
- Noted that the Council is to be asked to comment on a section s106 agreement which has been drawn up relating to the Watton Green development
- It was agreed at the Full Town Council meeting on 12.03.19 that the Town Council should make a formal complaint to PKF Littlejohn regarding their handling of the External Audit 2017/18. A holding letter will be sent stating that "Watton Town Council remains mindful of its fiduciary responsibilities and whilst not refusing to pay the invoice received, the Town Council is to make a formal complaint against your company. A complaint will thus be forwarded in due course"

The complaint will be composed to be posted at the beginning of April and Norfolk Association of Local Councils will be notified that Watton Town Council is unhappy with the service from PKF Littlejohn. Can NALC influence the appointment of future External Auditors?

5. BANK RECONCILIATION

The Bank Reconciliation dated 11.02.19 was checked and signed.

6. REVIEW OF COMMUNITY IMPROVEMENT FUND (CIF)

No movement of the CIF.

7. DATE OF NEXT FINANCE COMMITTEE MEETINGS:

April 12th at 11.00am.

