

Minutes of the virtual meeting of WATTON TOWN COUNCIL Finance Committee

held on December 11th 2020

Councillors Present: Kathryn Stallard (KS) – Chairman of the Committee, Peter Bishop (PB), Don Saunders (DS), and Pat Warwick (PW).

Officers Present: Jane Scarrott Town Clerk and Michelle Thompson Deputy Clerk

1. **APOLOGIES RECEIVED FROM SUE HEBBORN**

2. **NO DECLARATIONS OF INTEREST MADE**

3. **MINUTES**

3(i) The Minutes of the Meeting held on 27.11.20 were accepted as a true record of the meeting and will be signed by the Chairman asap.

3(ii). Update from the meeting held on 27.11.20

- There is still some outstanding float money and shopping payments from the help given during the Covid lockdown. The Council will need to consider if these outstanding payments are to be taken from the money allocated by the Town Council for Covid support or from the grant obtained through Norfolk Community Foundation.
- No money has yet been claimed from Breckland District Council (BDC) to support the Watton Neighbourhood Plan (NP). Breckland Council will match fund for up to 50% of an award secured through the Government's Locality Department [capped at £4,500 per plan]. BDC has been asked whether funding can be claimed at this time rather than wait until the Plan has been "made" but the advice received is to wait. The thought is that the NP will not go to referendum until 2022 and it is unlikely any match funding will be paid out until that time.
- Tree Report is to be commissioned as agreed by Full Council 08.12.20.
- The Clerk will add information about the 2021 precept request, as set at the Full Council meeting 08.12.20, to the Town Council website.

4. **BUDGET POSITION**

- Councillors were presented with an updated budget position dated 10.12.20 including income and expenditure agreed at the Town Council meeting 08.12.20, except for wages for December which are not paid until the 19th and invoices which are being queried relating to window cleaning at Wayland Hall.
It was stated at the Full Town Council meeting that the invoice received for work to the ashes section at Watton Cemetery will be paid once the price has been checked against the original quote and once the work has been completed satisfactorily.
- Noted that an anonymous donation of £50 has been received towards the materials for Santa's sleigh.
- The Christmas gifts books (including stickers) will cost approximately £40 above the budget of £3000.

The 2020/21 budget is running much as expected and any virement between cost codes which may be necessary will be considered at the next meeting. Overall, there is no expected overspend on the total budget figure for the year.

5. s106 APPLICATION 3PL/2014/0330

Awaiting quotes for play equipment at Bridle Road to be considered at the Town Council meeting on January 12th 2020. Budget of £20000 allocated to provide mini pump track/skate ramp suitable for the older children age group. s106 funding of around £14000, which needs to be spent by 16th June 2021, should be available to claim towards supporting the project with £6000 allocated from the Town Council Community Improvement Fund (CIF).

It was noted that the PEPSO is investigating possible planting of a mini wood (tennis court size) and land at Bridle Road could be suitable. A project could include planting around the perimeter of the site to deter vehicles from parking on the play area grass.

Enquiries will be made to Breckland District Council as to whether there is a s106 agreement in place for the Barratts Thetford Road development.

6. THREE YEAR PLAN

The Finance Committee will begin to compile a plan for future projects and actions with the idea to budget to build up funds for replacement/ refurbishment where needed and to include any new projects which the Town Council might want to bring forward.

Projects will be considered under suggested headings such as Youth Provision, Premises (Refurbishment of the Public Toilets, works to Wayland Hall), Market etc. Members of the Finance Committee were asked to suggest possible future considerations for three-year planning. The Clerk will collate ideas received for this matter to be an agenda item again at the next meeting.

7. DATE OF NEXT FINANCE COMMITTEE MEETING: Friday January 29th 2021 @ 10.00am