

Minutes of Watton Town Council Finance Committee Meeting

held on January 13th 2022, at Wayland Hall.

Present: Kathryn Stallard – Chairman, Peter Bishop, Don Saunders, Pat Warwick

1. Apologies for Absence received from Sue Hebborn
2. No Declarations of Interest made.
3. Minutes of the previous meeting
 - (i) The Minutes of the meeting held on 16.12.21 were confirmed as a true record and signed by the Chairman.
 - (ii) Update from items in the Minutes of the Meeting held on 16.12.21

Bridle Road

A copy of the solicitors letter previously delivered to households will be re-issued by registered post to residents adjacent to the play area.

IT

Costs of providing all Councillors with a .gov e-mail address are still to be investigated.

Wayland Hall

Noted that Roman Roofing are scheduled to check a possible leak to the roof on 13.01.22.

4. **Bank Reconciliation**

Bank reconciliation dated 13.12.21 presented and checked by Cllr Peter Bishop as Internal Control Officer.

5. **Expenditure**

Noted that the planned legionella risk assessment for Wayland Hall will be undertaken once works have been completed in the Council Chamber.

6. **3 Year Planning**

The 3 yr. planning working document was considered with some amendments made:

- Expected that legal fees of up to £1000 may be incurred to register Church Walk.
- Future Breckland Project may lead to additional High Street expenditure.

It was noted that the CIF stood at £83500 at the beginning of the financial year - to date £1320 has been allocated from CIF in a donation to Watton and Swaffham Flood Action Group. Funding of around £10,000 in support of Parish Partnership Schemes applied for will be taken from CIF, if bids are successful.

The reserve figure of £444168 at the beginning of the year has fallen slightly to £435726.50 as some of the allocation of £25000 agreed for the Museum 4 Watton project has been spent.

Reserve funding may be required as suggested in the 3 year planning document with other possible allocation needed towards:

- Additional Christmas lights
- Refurbishment of the public toilets
- Additional maintenance of heritage assets
- Increased utilities costs

7. **Christmas Lights 2021**

Report received from the 2021 Christmas lights was received and will be passed to Full Council.

Recommendation for Full Council 25.01.22:

1. To receive the Christmas Lighting Report from the 2021 contractor
2. To consider options for Christmas lights 2022
 - a) No lights
 - b) Council to continue to purchase new replacement lights each year
 - c) To invite commercial companies to advise and tender for the provision of lights

8. **Date of next Finance Committee Meeting:**

Thursday February 10th 2022 at 2.00pm.