

Minutes from the Finance Committee Meeting held on March 14th 2025 at Wayland Hall

Present: Kathryn Stallard (Chairman), Peter Bishop, Stan Hebborn, Don Saunders
Officers Present: Jane Scarrott

1. No Apologies for absence received.
2. No Declarations of Interest made.
3. Minutes of the meeting held on 14.02.25
 - i. The Minutes of the Finance Committee Meeting 14.02.25 were confirmed as correct and signed by the Chairman of the Finance Committee.
 - ii. Update from the Minutes of the Meeting 14.02.25
 - The Council has been informed that the transfer of the Thetford Road Allotment Site has been completed. The former owner will be contacted about a possible name for the site and this matter will be an agenda item for a future Town Council meeting. It was also suggested that a meeting should be held with the Thetford Road Allotment holders in the near future.
 - It was noted that the Full Council has resolved to go ahead with necessary building maintenance work on the Clock Tower but that any works on the clock movement will not be considered until the structural building work has been completed.
 - It was suggested that the Council should update its internal Emergency Planning annually in April ready for information to be shared with the incoming Chairman. A request was made for the status of the Internal Emergency Plan to be reported at the next HR meeting.
 - iii. Detailed discussion took place regarding the possibility of the Town Council taking over the current Breckland Council owned car parks in the town. It was felt that the Town Council would prefer freehold of the car parks if it was to take them over and that as Breckland Council is not providing overall cost figures the Town Council is not in a position to move forward with any transfer. It was noted that the Chairman and Clerk have been invited to meet with Councillor Suggett and Breckland Officers regarding Breckland car park strategy.
4. Bank Reconciliation

The Finance Committee members had been issued with the Bank Reconciliation and net position figures prior to the meeting. The expectation is that the Town Council will have kept within the predicted budget figures for 24/25 once the allocated figure from reserves is incorporated.

The Bank Reconciliation dated 28.02.25 was checked and signed by the Internal Control Officer.



5. Watton Sports Centre Loan

The Town Council has been approached to provide a loan to Watton Sports Association.

The Finance Committee recommends that the Town Council does not agree to giving a loan for £20,000 as requested by Watton Sports Association as it does not see this as an appropriate use of Council funds.

6. Four Year Forecast

- At the next Finance Committee meeting consideration will be given to possibly allocating a sum of money for future maintenance works at the Thetford Road Allotments as the site is now owned by the Town Council.

7. Date of the next meetings

HR Committee: 11th April 2025 11.00am

Finance Committee: 11th April 2025 12.00pm

Recommendation to Full Council:

The Finance Committee recommends that the Town Council does not agree to giving a loan for £20,000 as requested by Watton Sports Association as it does not see this as an appropriate use of Council funds.

