

**DRAFT Minutes
Langham Parish Council
Finance Committee
Meeting 5th October 2022**

Present: Cllr Bottwood, Cllr Armstrong, Cllr Brockman
Attendee: Carol Harbach Clerk, Cllr Palmer

- 22/038 Welcome and Apologies for absence**
Cllr Bottwood welcomed everyone to the meeting. No apologies.
- 22/039 Declaration of Members Interests**
None arose. Any declarations of interest are to be declared as they come up in the meeting.
- 22/040 Agree Minutes from the last Finance meeting held 7th September 2022**
The minutes of the meeting were agreed as true and accurate.
Proposed by Cllr Armstrong seconded by Cllr Brockman. All agreed.
- 22/041 Matters arising from the meeting on 7th September 2022**
On the agenda
- 22/042 Public Open Forum (maximum 10 minutes)**
Questions to be recorded and answered at the next meeting.
No public present.
- 22/043 Approve Expenditure and Income for sign off prior to the next parish council meeting in accordance with LPC Financial regulations.**

Clerk Salary for Sept 22	833.65
HMRC NI Contribution	13.31
Village Contractor 09/22	144.00
Reimbursement B. Schofield lock and keys	56.23
James Todd & Co payroll	24.00
C. Harbach reimbursement for mileage	54.28
C. Harbach reimbursement for Refreshments	
For plaque unveiling	17.35
Langham Community Centre Hall hire	150.00
Wicksteed Leisure Ltd – playground inspection	144.00
Paul Sargeant Creative banners for Fireworks	639.00
Dynamic Fireworks final payment	3,600.00
CALC Subscription	35.00
Croft Casting Ltd – plaque	366.00
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Total	6,076.82

Income	
Colchester Borough Council – precept	10,698.50
Car Park hires – private hire	60.00

Total	10,758.50

22/044 Bank Signatories update

This is now moving forward and Cllr Armstrong should be able to countersign soon.

22/045 Children’s play area update

Forms have been sent round by Cllr Thorpe to the Recreation Ground Committee and the chairman of the PC conveying the voting criteria for the PC’s preferred supplier. The outcome of the vote was discussed together with costs and the affordability.

The money in the account and balance were discussed along with the grant available and how the difference is going to be made up.

The recommendation was to have the flexibility to remove the pathway and picnic bench from the quote if incoming funds were delayed.

If it becomes necessary the path may be added in the future when funds are more buoyant.

The recommendation was to go with this after the above has been taken into consideration and further discussions with the Recreation Ground committee are concluded.

Propose to recommend the supplier to the full council and go ahead to with the play equipment after discussions with the Recreation Committee. The recommendation would be for the sign off of the full amount, including the items that may be removed, on the basis that the full funding was likely to be available when the project started. This situation would need to be carefully managed by the Recreation Ground Committee and the pathway should be included later if incoming funds were delayed.

Proposer Cllr Armstrong seconded Cllr Bottwood. All agreed.

22/046 Enovert Grant Update 10% payment.

The numbers for the grant donation have already been considered in the figures looked at for the play equipment.

It was recommended to go ahead with this to release the Grant.

Proposed Cllr Bottwood seconded Cllr Armstrong All Agreed.

Bonfire Night - it was agreed to increase the budget to £9,500 after the explanation of the income and expenditure was agreed.

Proposed Cllr Brockman seconded Cllr Armstrong All agreed.

22/047 Increase in budget for legal expenses

This is ongoing and is still being looked at by both parties.

- 22/048 Increase in limit before 3 quotes are required**
This was discussed and agreed to increase this from £250 to £750.
Proposed Cllr Bottwood and seconded Cllr Armstrong All agreed. This will be taken to main committee for approval.
- 22/049 Commemorative plaque**
This has arrived and will be unveiled this Friday by the Vice Lord Lieutenant of Essex.
- 22/050 S106 payments**
The payments are hopefully likely to start soon and this will be left until after the main council meeting to clarify when they are due to be released.
The CBC Unilateral Undertakings spreadsheets were discussed and these are being monitored by the PC.
- 22/051 Hospitality for training event**
The costs for the councillor training days hospitality were mentioned and agreed for the 2 days training that is being hosted by LPC at the Langham Community Centre. This training event also includes councillors from other parishes. The discussion also included the agreement of funding for hospitality for Friday 7th October when the unveiling of the plaque for Mary Edith Pechey was due to take place..
- 22/052 Items for the next agenda.**
As above.
Please send any items for the next agenda to the Clerk.
- 22/053 Date and time of next meeting**
Wednesday 2nd November 6:30pm
- 22/054 Closure of meeting by Chairman**
The Chairman closed the meeting at 7:19pm