

MINUTES OF THE FINANCE COMMITTEE MEETING ON MONDAY 13th NOVEMBER, 2017
7.00pm IN THE PARISH COUNCIL OFFICE.

Present: Councillors C. Lake (Chairman), Mrs B. Thwaite, Mrs J. Brown, Mrs J. Prescott, D. Buckle, Mrs A.M. Oldroyd (CDM) and Mrs M. Gibson (Clerk)

1. **Apologies for absence** - No apologies were received.
2. **Declaration of Interests** – Councillor Thwaite declared an interest in the Rugby Club.
3. **EXPENDITURE.**
 - i) **Update on Expenditure for 2016/17** – Up to date lists were handed out and Chairman reported that all in order at the present time.
 - ii) **To discuss proposed Budget for 2018/19**-Chairman reports that the SDC budget meeting is not until 29th November when we will find out about precepts for next year. **Agreed we delay setting Our budget until the December Finance meeting.**
4. **MATTERS FOR DISCUSSION**
 - i) **To report urgent work at Rugby Club, lead flashing, re-adhere steps and lighting costs of £730.** Clerk agreed work be done. CDM reports that only lighting still to be done, this will be on Friday this week. Councillor Thwaite reports that the Rugby pavilion needs a complete “gutting and changing” all the downstairs needs a complete clearance and re-configuring and the upstairs Referees changing and shower needs re-doing. Rest of upstairs just needs a re-paint. The Rugby would like a small extension for a kitchen and sitting area, which the CDM did report may not need planning permission if this is within “permitted development” size. Councillor Thwaite was, therefore, asking the Council for £35k to get this work done. When she has this budget agreed she will go out for tenders for the work. **Agreed we propose this figure be approved by full council, to be spread over this years and next year’s finances.**
 - ii) **Security of PC premises update of CCTV** –ongoing, meeting tomorrow at Mayfair. **Agreed this be handed on to LAP committee.**
 - iii) **Insurance/Risk Assessment-Agreed this item also be handed on to LAP committee.**
 - iv) **Cost of changing website**-Chairman reports we have quote from Creative Shed which is for £5k to set this up and running costs of £20 per month. Chairman suggests we have a sub-committee of 3 people to get Training and find out what we should have on the website and **we get 2 more quotes for this service and then decide what we are doing, not rush into anything with regard to this website. .**
 - v) **To report final cost of Fencing at Eversley Park Centre**-Clerk reports that the EPC Committee have been unable to get other quotes for this fencing as Proctors appear to be the only Company who do the Fire security gates. The quotation received is for £4025 in total. **Agreed we propose to full council that this work be approved and done as soon as possible.**
 - vi) **To discuss spending urgent 106 money of £10,702.80 for outdoor Gym Area** –Councillor Buckle had got prices for this equipment. Record is the best at the moment which is for a full range of equipment for £10,244.51 including installation and maintenance service. They would also do a Super Deluxe one for £12,200. This deluxe quotation was gone through and it was decided that this only allowed for 2 more pieces of equipment and was, therefore, not really worth this extra cost. Councillor Buckle states that Record and been out and were suggesting just past the children’s play area for this but after much discussion it was thought that up the top of the park would be a better position for this. Councillor Buckle had another company coming out later this week so will have final figures for next Monday PC meeting. Councillor Thwaite stated that someone would have to check this equipment at

least once a week so that we comply with our Insurance needs. **Agreed we propose to full council that this £10,244.51 be approved and sited as soon as possible for the 106 money to be drawn down. Also maybe the extra £458.29 could be spent on repair work on the zip wire area.**

vii) To discuss quotation from Smart hosting regarding software-Chairman reported that we have a quotation from Smart Hosting which we do not understand what this is for. **Agreed that CDM see Orrin about purchasing Microsoft Publishing what the cost would be etc. The rest of this software could be included in new website needs.**

viii) To report Funding opportunities from Selby District Council-Councillor Buckle reports that this funding is for £100k just for the upgrade of the Village Centre if not used for this it would go to either Tadcaster or Selby for their VC improvements. This must be spent or at least decided before April next year. **Agreed we propose to full council that this be agreed.**

ix) To report changes of Banking Terms-Clerk reports that this mainly for card transactions and banking changes for Post Offices.

x) To report on fairway area usage/bank signatures - Clerk reports that Cheque books and statements been handed in so this needs changing so we need to know who is going to be a signature on this account (2 people) Clerk felt at least one of which should be a Councillor. Gary Limbert will still take bookings and collect the money then hand it on to the Parish Council. They would like this account kept separate as they have built up funding to allow nets/goal posts etc to be renewed when necessary. **Agreed this goes to full council to see who they wish to appoint to be a signature on this account and then get all paperwork changed over as soon as possible.**

xi) To discuss problem with Burger Van at Fishing Pond-Chairman reports that solicitors have given Council two options. 1. A letter is sent on behalf of the Parish Council asking him to cease his occupation forthwith. 2. A Letter to Mr Bayston is prepared suggesting that the Parish Council would be willing to permit him to occupy the land subject to him entering into a formal licence, paying any costs and also subject to him obtaining appropriate licences and permits to enable him to trade from the land so as not to leave the Parish Council liable in any way. **Agreed we propose to full council that option 1 be agreed and solicitor write a letter and Chairman and Clerk would deliver this by hand. Also agreed that Clerk write to Mr Bayston letting him know he is not on electoral roll and unless he can answer yes to any item on Clause 2 of the form he will not be eligible for the Parish Council vacancy. Clerk wrote letter and Chairman would deliver this by hand. Tried to send email but this bounced back.**

xii) To discuss request from CAB asking for funding . Chairman reports that this funding was for the Sherburn outreach programme did we want to fund the Selby office. CDM reports that Selby DIAL would run a weekly session at the library and do house visits if the Council would support them financially for this service. Committee suggest they put in request and we can then consider this.