



WILLAND PARISH COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE THURSDAY 19 DECEMBER 2019

Present: Councillors Grantham, Little, Phare, Sellick, Scott, Warren, Whatley, Wilcox

In attendance: Clerk K Taylor, 1 member of the public

Councillor Wilcox opened the meeting at 19.00

1. Apologies: Councillors Glover, Tobin

2. Declarations of Interest

Councillor Grantham would declare interest in item 5d as he knew one of the contractors providing a tender.

3. There were no public questions

4. Councillor Warren proposed that the minutes of the meeting held on Thursday 19 September 2019 be signed as a true record, Councillor Phare seconded the proposal and the minutes were signed.

5. Administration

a) To receive any updates to the Emergency Plan

It was noted that the Councillors list on the emergency plan would need to be amended to remove Simon Dilke-Wing. The Clerk subsequently confirmed that changes to the District Councillor names had been made in June

ACTION: Clerk

b) It was noted that the update to the Financial regulations would be carried forward to March 2020

c) Website accessibility ongoing process managed by Clerk

d) There was a detailed discussion on the cemetery fencing tenders as the Clerk had clarified that all tenders were for the same length of fencing. Councillor Warren proposed that in the light of the advice received regarding steel posts that the specification should be reviewed and re issued to the contractors and brought back to the Environment meeting at the end of January. Councillor Grantham seconded the proposal and it was agreed.

ACTION: Clerk

Meeting suspended 19:25

Meeting restarted 19.37

6. Finance

a. Budget reports

i). The information provided was noted.

ii). It was agreed that no amendments to the budget were necessary as the ground maintenance budget would cover any shortfall for the allotment tree work due in January.

iii) Following discussion on the comparison on burial fees in the surrounding parishes Councillor Warren proposed that the fees for the cemetery remain the same for the coming year. Councillor Little seconded the proposal and it was unanimously agreed.

ACTION: Clerk

b. Precept

i) The figures in the proposed precept were discussed in detail and following the discussion Councillor Phare proposed that the precept should not increase and any shortfall be taken from the current funds. Councillor Whatley seconded the proposal.

Councillor Warren proposed an amendment that £5000 be allocated from the current funds towards the costs for next year which would then leave an increase of £1290 Councillor Scott seconded the amendment.

Councillor Wilcox called for a vote on the amendment, resulting in 5 votes for and 3 against. The vote on the original proposal was 3 votes for and 5 against. The amendment was carried.

ii) To make recommendations for any changes in order to approve at Full Council in January

No changes recommended

ACTION: Clerk

7. Councillors Roundtable

Councillor Warren updated the Parish Council on his contact with a local resident who had raised issues regarding lorries in the Muxbeare Lane area, and the collection of tyres from the industrial estate. He had also been contacted by a resident who was experiencing difficulties with traffic driving over his land on the road to the cemetery.

Councillor Grantham noted that outside Hitchcocks Business park that there is no halt sign and lorries are pulling out without stopping.

Councillor Whately raised the issue of the vehicle that continually drove onto Fir Close over the grass from the B3181

Councillor Wilcox informed the Council that there had been an issue with Ionos the email system regarding an email received on the village hall email address asking the user to verify address and advised that this should be ignored as it was a spam email.

The Clerk confirmed that following the agreement at Full Council for temporary admin support that Mrs F Tucker had agreed to do this until the end of March and a new email address of admin@willand-pc.org.uk had been set up.

There being no further business the meeting closed at 20:12

Councillor Wilcox
Chair of F&A Committee