
Minutes of Finance Committee meeting held on Monday 16th December 2019 at 10am at the Cleobury Country Centre, Love Lane, Cleobury Mortimer.

Present:

Cllr Debbie Brown, Cllr Geoff Hainsworth, Cllr Paul French and Cllr Jon Bodenham.
Finance Officer: Mrs D McBride

Chairman, Cllr Hainsworth welcomed everyone to the meeting.

12.00.19F Democratic 15 minutes Public Time

There were no members of public present.

12.01.19F Apologies for absence

Cllr Brown will be a little late.

**12.02.19F Declaration of interests:
Disclosable Pecuniary Interests**

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.

There were no interests declared.

12.03.19F To consider the Minutes of the Finance Committee Meeting held on Monday 18th November 2019

The Minutes from the Finance Committee meeting held on Monday 18th November 2019 were approved and signed.

12.04.19F To review the 2019/20 accounts year-to-date

- Receipts and Payments were reviewed; year-to-date against budget and forecast for year-end as at the end of the third quarter. DM to chase up our CIL request for the Love Lane Play Area, chase Prysmian for a start date for the street light replacements, push on with the Environmental Maintenance project and write to users of the Playing Field for outstanding payments.
- Bank Reconciliation was reviewed.
- Ear-marked reserves were reviewed. It was noted that Neighbourhood Fund has been spent on the Bike Trail, Dog Training Area and Wildflower Meadows. The following items were amended as follows from General Reserves: Asset Replacement Fund increased to £34,000 to provide cover for our increasing assets; Street Light Upgrades increased to £7,600 to match approved quote; CCTV increased by £3,000 to £4,458.32 to cover any possible shortfall should grants be unsuccessful for the new additional cameras; Christmas increased to £5,000 to cover any additional equipment, refurbishment of old lights and consideration of providing more activities at the Fayre; Festival increased to £5,000 to cover additional activities and materials to improve the Festival format.
- Petty Cash was reviewed and confirmed as being correct.

12.05.19F To review progress of Projects

The Committee went through the Projects List. Updated copy of Projects List attached with these Minutes. The Vehicle Activated Sign at Newbridge should be installed in January. The Playing Field bank account funds to be used towards the Love Lane Play Area before closing the account (and charity) down. Quotes for electric supply and installing street lights to the Cleobury Park to be obtained for the next meeting. Street Light upgrades next year will cover a number of LED replacements, quantity to be ascertained when Prysmian send the updated inventory and costings. Parking restrictions and enforcement action has been requested for the Primary School. More pressure needs to be put on Highways to get the Disabled Bays re-instated. Due to the varying information conveyed by our Unitary Councillors over library funding the Clerk will be asked to write to our Unitary Councillors asking for an accurate report on the situation.

GH

Initials.....

12.06.19F To consider financial implications from Strategy Meeting for next 1-3 years.

The Committee went through the updated Draft Plan for 2020/21. The main budget consideration is for promoting tourism which has £4K allocated. The provision of electric re-charging points in each car park will be explored but there are grants available. The police to be chased up regarding them having direct access to our CCTV system which will mean more rapid response to incidents. ORP to be chased again for training.

12.07.19F To consider items for draft Budget for 2020/21

The draft budget for the next three years had been updated with the current year-to-date figures. Council will try and get the bus shelters refurbished this year. As money has already been increased in ear-marked reserves for Christmas and the Festival, the £4,500 allocated will be ear-marked for street enhancement projects. As the reserves are healthy the budget presented shows no increase in the overall Precept. As taxbase figures have not been received from Shropshire Council yet it was agreed to review the Precept calculations once this information has been received. The Committee agreed that the Band D Precept is not to increase over the current amount of £99.65 and if the number of houses have increased the overall Precept could increase slightly to cover the supply of lighting to Cleobury Park whilst keeping the Band D level below £100. DM will notify the Finance Committee as soon as the information is received from Shropshire Council.

12.08.19F To receive update and proposals for Classroom Capital Receipt funding

DM and PF have met twice with one of the business owners to find a positive resolution on ways they can carry out the conditional requirements of their grant funding.

The Committee re-iterated that we want to work with them and enable to project to be completed. The grant was only approved because of the project's popularity at the Cleobury Open Day as the Glassroom is a private business, hence conditions were set for free community events in Cleobury with the glass furnace in use. It has transpired that the mobile furnace is not as portable as expected, is quite fragile and costly to transport. Additionally, the business has been set up in Burwarton due to a lack of local premises in Cleobury for the workshop. We have asked the Glassroom to attend the Festival next year and they offered to hold the six outstanding sessions at the schools. Since the last meeting we have received an offer to hold these sessions in a garden in Cleobury next summer. Despite the sessions not being held at a public site, as there were reservations that a private venue might put people off, the Committee were minded to accept the six sessions in June next year subject to the landowner/resident's agreement to having up to 50 people in their garden at any time to view the glass furnace in action and that we have sight of both parties Public Liability documents. We require the Glassroom to confirm they will ensure all events are promoted publicly using a variety of local media ie Clarion, Facebook, website in plenty of time for all six events. The events must cover a variety of hours ie during the day for school groups, evenings for community groups and weekends. Further we need them to attend the Annual Parish Meeting to promote the future events and have a display of project work already completed. This will be required by all grant recipients as part of the final report on the distribution of the public grant funding.

12.09.19F To receive Future Agenda items

The business case for the Community Hub can be brought to the Finance Committee when completed.

Other items raised:

A cheque from the Running Club to be held in ear-marked reserves for the Dementia Friendly Town project. Letter received from Cleobury Youth Partnership – DM will write to explain that we give directly to the groups in our parish but are interested in developing Outreach Workers/Street Pastor roles as a joint project.

12.10.19F To set date of next Finance Committee meeting

The next Finance Committee meeting will be on Monday 24th February 2020 at 12noon at the Cleobury Country Centre, Cleobury Mortimer.

Meeting closed at 12.08pm.

Signed Chairman: G Hainsworth

Date: 24th February 2020