WRITTLE PARISH COUNCIL

EXECUTIVE AND FINANCE COMMITTEE

Minutes of the meeting held on Monday, 14 March 2022 at 7.30pm in the Parish Office, The Green Writtle, CM1 3DT

Members

Mr C Hibbitt	✓	***(CHAIR)***	Mrs L Gannicott	✓	
Mrs S Bell	✓		Mr C Sloman	✓	***(VICE CHAIR)***
Mr P Cracknell	A				

In Attendance

Mrs L Fox ✓ ***(CLERK)*** Mrs J Atterbury ✓ ***(CLERICAL OFFICER)***

Ms A Wallerstrom ✓ ***(FINANCE OFFICER)***

Members of the public 0

✓= Present X = Absent A = Apologies

ACTION

1 Public Forum.

There were no members of the public present.

2 Apologies for absence.

There were no apologies for absence.

3 Minutes of the last meeting – 15 November 2021

The minutes of the Executive and Finance Committee meeting held on 15 November 2021 were agreed as a true and correct record.

Proposed: Cllr Sue Bell
Seconded: Cllr Louise Gannicott
All agreed

4 Declaration of Interests.

It was **noted** that there were no declarations of interest.

5 Financial reports

The Chair gave a vote of thanks to the Clerk and Finance Officer for ensuring that the finances were kept to budget.

The current financial position was **noted**. It was **agreed** to reduce the projected spend from the Chairmans allowance to £75 for the current year. It was **agreed** to reduce the 2022-23 budget for bank interest from £530 to £50, to better reflect the current and projected interest rate.

6 Ear Marked Reserves

The EMR's for 2022/23 were reviewed. It was **agreed** that the EMR New Van should be renamed Van Replacement. It was further **agreed** to increase the EMR Longmeads Legal Fees to £1,400 and the EMR Writtle Mill Legal Fees should be increased to £3,100. It was **agreed** that the repairs and maintenance budget for the Paradise Road Play area should be split and £2,000 should be moved to EMR to allow a contingency for repairs/replacement of play items.

7. Expenditure for 2022/23 budget

The additional expenditure requests were considered. Councillors **agreed** to the following items –

- £179.50 to purchase speed safety awareness wheelie bin stickers to the stationary budget
- An additional £700 to the allotments budget to clear the Victoria Road ditch.
- £250 to repair the skylight in the barn roof.
- To increase the electricity budget for the parish office to £300 and the electricity for the public toilets to £1,100.
- To reflect the CPI increase as at March 2022 for the rents and recharges and grant to the Writtle Sports and Social Club.

A number of projects would not be completed in the current financial year and it was agreed that the expenditure for these should be incorporated into the 2022/23 budget. These included:-

Emergency Lighting in the parish office. £575
Trees, The Chase - £700.
E newsletter - £800.

All in agreement.

8. Online banking arrangements

The current arrangements for online banking were considered. It was agreed to progress the online banking with the Co-operative Bank.

9. Financial information for the Annual Parish Meeting

It was agreed to use the summary receipts and payments report to share financial information at the Annual Parish Meeting. In addition, it was agreed to prepare a graph to reflect the precept and reserves in the current and previous 5 years and provide detail on what the maintenance budget covers.

10. 2021-22 National Salary Award

Councillors **noted** the National Joint Council (NJC) for local government services had agreed the new rate of pay (an increase of 1.75%) applicable from 1 April 2021. It was agreed to adopt the new NJC rates.

Proposed: Cllr Clive Sloman
Seconded: Cllr Sue Bell

All agreed

11. Date of the next meeting

It was **noted** that the next meeting of the Executive and Finance Committee was scheduled for 13th June 2022 at 7:30pm.

MEETING CONCLUDED 20.26pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____