WRITTLE PARISH COUNCIL

EXECUTIVE AND FINANCE COMMITTEE

Minutes of the meeting held on Monday, 24 October 2022 at 7.00pm in the Parish Office, The Green Writtle, CM1 3DT

Members

Mr C Sloman	✓	***(CHAIR)***	Mr P Cracknell	✓	
Mrs S Massey	✓		Mrs S Emery	✓	
Mrs S Bell	✓		Mr I Nicholls	✓	***(VICE CHAIR)***

In Attendance

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

Mrs S Vainola ✓ **(ASST FINANCE OFFICER)**

Members of the public 0

✓= Present X = Absent A = Apologies

ACTION

E&F22/23.35 Public Forum.
There were no members of the public present.

E&F22/23.36 Apologies for absence.
There were no apologies for absence.

E&F22/23.37 Minutes of the last meeting – 26 September 2022
The minutes of the Executive and Finance Committee meeting held on 26 September 2022 were agreed as a true and correct record.

Proposed: Cllr S Bell
Seconded: Cllr S Emery
All agreed

E&F22/23.38 Declaration of Interests
It was **noted** that there were no declarations of interest.

E&F22/23.39 Progress Check
No outstanding actions.

E&F22/23.40 Budgets for 2023-24
The following items were discussed:
SID Camera for Bridge Street - £5,000
Elections Reserve – the current Ear Marked Reserve is £2000. It was noted that a contested election would cost more than the current reserve but the committee agreed to keep the reserve at £2,000.

Gore Pond – agreed to continue funding at £400
Archives – discussions were had around the cost to move and store the archives following the flooding. It was agreed that a meeting should be held with the Christian Centre to discuss further.
Green plaques – no further budget required as majority of plaques would be installed by next year.
Electrical Installation Certificates are due next year - awaiting quotes.

E&F22/23.41 Hire charge for event on the Green
The committee considered the correspondence from the organiser of the Farmers Market regarding the increase in fees from 23-24. The committee valued the market and appreciated the work carried out by the organiser but agreed not to change their decision. The vote was recorded:
4 agreed
1 against
1 abstain

E&F22/23.42 Exclusion of Press and Public
No members of public were present for the meeting.

E&F22/23.43 Lease with WSSC
An update was given regarding the current lease and discussions were had regarding the current responsibilities on the lease. The renewal of the lease was also discussed and it was agreed that this would be further discussed at the next PC meeting. It was agreed to modify the procedural document to reflect 50/50 shared cost on any internal electrics and plumbing. This update would be sent to the Chair at WSSC.

E&F22/23.44 Date of next meeting
It was **noted** that the next meeting of the Executive and Finance Committee was scheduled for 21 November at 8.15pm.

MEETING CONCLUDED 9.33pm

Signed: _____
For and on behalf of Writtle Parish Council

Date: _____