

Lawford Parish Council



Minutes of the Finance Committee meeting held at the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG at **8pm on Monday 4 March 2019.**

1. Present:

Councillors: Langstone, Brown, Pretty, Woods and C Guglielmi
Clerk: Mrs Peachey

Apologies:

Cllr V Guglielmi

2. Minutes of the last meeting:

Minutes of the meeting held on **7 January 2018** were agreed as a true record

Proposed: Cllr Pretty **Seconded:** Cllr C Guglielmi **Agreed**

3. Actions from the previous meeting:

None

4. Declaration of interests:

None

5. Affiliations:

a) Essex Playing Fields £30.00 + £20.00 to enter the Best Kept Playing Fields competition

Proposed: Cllr Brown **Seconded:** Cllr Pretty **Agreed**

6. Finance:

a) **Circulated for Information:** Monthly Reconciliation for January, Quarter 3 Audit carried out in January, and Audited FFF accounts.

b) The quote from Colne Contracts to join up the Essex Way and Cotman Avenue was discussed. Quote for joining the two paths £21,800.00. £15,000.00 has been set aside in the budget for this work giving a shortfall of £6,800.00. The works were recommended for approval and seek grant funding to make up the shortfall.

Proposed: Cllr Pretty **Seconded:** Cllr C Guglielmi **Agreed**

Action – to Full council

It was noted the Essex Way at one point runs through residents back gardens on Lawford Dale. Clerk was requested to investigate the possibility of re-routing of the Essex Way with Gary White at ECC. To resolve this anomaly. **Action**

c) **To discuss** options/plan to enable the replacement of street lights - to be taken forward to new council for budgeting. Currently the cost of a new Street Lamp is £1,850.00 + £800.00 for UKPN to connect power. Lawford records indicate the Parish Council owns 63 Light Columns and 47 Pole Brackets (Telegraph Poles). Mr Thurlow has advised Street Lights owned by the Parish Council were upgraded in 2009 and 2011. To take into account at 2020/2021 budget. *Clerk requested to establish which lights were upgraded.*

Action

- d) Purchase of Laptop to network with new computer (advised not cost effective to repair old computer) **Note:** on Personnel Agenda to discuss requirement. Outcome will be brought forward to Finance for purchase/cost decision as next Finance meeting is July 2019. **In light of the Dell Laptop, previously used to download VAS data, being determined not fit for this particular purpose, it was recommended Council purchase a new laptop to a maximum cost of £450.00, together with a Life time copy of Microsoft Office. It was noted offers were available where an old laptop would be taken in part exchange for a new laptop and giving a £50 discount.**

Proposed: Cllr Pretty **Seconded:** Cllr Brown **Agreed**
Action – Clerk to advise Mr Saint-James

7. Matters to be raised by members for the next agenda:

- a) Cllr Pretty advised Ogilvie hall are increasing Councils rent to £350.00. It should be noted that it has remained at £300.00 for many, many years and includes the supply of power and heating. Cllrs suggested an increase to £500.00 given the circumstances. It was also suggested the rent should be reviewed by council annually in July. **Action**
- b) It was suggested committee review Council going to electronic Payments. **Action**

The next **Finance Committee Meeting** is scheduled for **1 July 2019 (Grant awarding meeting)**

Signature.....**Date**.....