



Minutes of the 'Remote' Meeting of the Finance Committee Held on Tuesday 30th June 2020 at 7pm

Present:

Councillors:

Nicky Smallbone (NS) - Chair
Ian Hill (IH)
Roger Beattie (RB)
Tim Horton (TH)
Matt Reid (MR)

Officer:

Kristina Tynan (KT)

14/20

Apologies for absence
There were none.

15/20

Approval of Minutes

Resolved: To approve the Minutes from the Meeting on the 5th March 2020 which were received by Council on 10th March 2020

16/20

Matters Arising

SID – IH reported that we have been stalled on installing these due to OCC Offices being seconded to other duties.

17/20

Declarations of Interest

There were none notified.

18/20

Update on Existing Issues

1. **Rent Review of Sports Field** – IH said there has been no update on this. Our Solicitor is still waiting to hear from them. It was suggested that WPC send a letter to Jonas Carter.

2. **Bank account review** – On-going. However, it was agreed that we move money into some of our other accounts to ensure that each account has no more than £80,000 in it. The Clerk and Chair of Finance will ensure that this is done.

3. **Staff Reveiws** – These had not taken place due to COVID 19. They will be rescheduled at an appropriate time. RB asked if increases in salaries should be discussed and that there was NALC Guidance on this. The Clerk to find this information.

19/20

Grants Requests

There have been no requests.

20/20

Budget

Budget 2020/2021 – This will be updated shortly and sent to members.

Approval for Projects

The following projects were given approval to be done:

1. Works to the Half Pipe (estimated cost: £1200.00)
2. Replace Chippings for the Zip Wire area (estimated cost: £1200.00)
3. Removal of old fencing behind the half pipe and to replace with new (estimated cost: £1400)

Some of these works will be financed by underspend from the 2019/2020 budget.

Budget 2019/2020 – A draft was sent to committee members and the Final Budget is attached as an addendum to these minutes along with the updated Earmarked Reserves. The year-end position was noted.

Three Year Budget Forecast – NS said she has done some work on this but was not sure how useful it would be as things are changing so much. NS will look at this further.

21/20

Financial Issues

1. **Internal Audit** – to recommend to Full Council the audit papers to be sent to the external auditor – will be sent out shortly. The information has not been fully completed so will be on the Full Council agenda for approval.

2. **Car Park Hill Road**

a) **To agree when invoices should be sent out to businesses for contributions** – Agreed not an appropriate time at present.

b) **To note the Co-op have made no payments for 2019/2020.** A meeting had been arranged with them, but this has not taken place due to COVID 19. TH to draft a letter to the Co-op asking for a remote meeting, which will be sent by the Clerk.

c) **To note reminders have been sent on outstanding invoices for 2019/2020 to local businesses.** – This was noted.

d) **Car Park Business Rates**– TH said that the car park is not eligible for Covid 19 relief but there may be some discretion on them by SODC. He will continue to investigate.

e) **Discussion on installing an Electric Vehicle Charging Point** – There was much discussion on this. IH stated that there are different systems and also different plugs. He has done some research and we would need to have a new electricity supply and meter in place. An indication of price would be about £5000 each which would have two charging points. There could be an automatic system done by a third party. There was mention of the new Hydrogen powered cars in the future. Charge point places would need to be identified with Hill Road Car Park thought to be a good location. However, we would then lose parking spaces. NS said that she did not feel it was essential to do this at this moment of time.

It was noted that SODC have installed some in their car parks and the Clerk will contact them regarding their experience and the usage of them.

3. **Allotment Water Upgrade** – two quotes have been received. Discussion took place and it was agreed that this was not a priority decision now as works could not begin until Sept/October and NS felt it was not a main priority to do this. The committee will re-look at this in September when we are clearer about what funding we have left. It is not on this year's budget and will cost in the region of £4000.00.

2. **CIL**

a) Discussion on forming a CIL Working Group – This was discussed, and the committee did not favour the forming of more working groups at the present. TH said that once the development of the Britwell Land is started WPC will be getting large amounts of CIL funding and that we should become an influential body with SODC, OCC, Environmental Agency etc because of this. TH stated that there needs to be a Strategy Committee meeting soon to look at this issue. KT will speak with AM, the Vice-Chair regarding this. TH read out the CIL spending statement from East Cambridgeshire.

A CIL spreadsheet is held in the office and this will be sent to the committee.

RECOMMENDATION TO COUNCIL: That all committees put together their wish lists for CIL projects which can then be looked at by Finance in terms of eligibility and the likelihood of being able to be achieved.

3. Request from WTFC that we purchase some shelters

They would like WPC to purchase some shelters for the teams to use during matches.

RECOMMENDATION TO COUNCIL: That WPC purchase the shelter which will be insured and put on WPC's Asset List.

WTFC will be happy to make a contribution for them.

22/20

Review of Policies

1. **Grant Policy Review** – This was discussed, and it was agreed to:

RECOMMENDATION TO COUNCIL: That Council agree the Grant Policy. (attached to these minutes)

The Children's Centre – The Clerk was asked to request an update from them.

Risk Register Review – IH will do this soon.

23/20

Staff Issues

No issues were raised.

24/20

Correspondence/Information

1. Government change to Audit Regulations – extension to 1st Sept 2020.- Noted
2. Non-Domestic Rate Refund – The Pavilion has been awarded £10,000.

25/20

Any Other Business

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.20PM

Items for the Next Meeting

Financial regulations Review 2020/2021 - IH/NS /KT to review

Draft Investment Strategy NS/NH

Sinking Funds

Investment Strategy

CIL Wish List