

**Minutes of a meeting of Ormesby St Margaret with Scratby Parish Council Finance and General Purposes Committee
Held on Monday 18th December, 2017 at the Village Centre, Station Road, Ormesby St Margaret, at 7pm**

Present: Cllrs. Cheetham, Eagle, Freeman, C. Lee, and K. Wendt.

Chair: Adrian Peck. **Clerk:** Lisa Callow.

To accept apologies for absence: Cllr. Gingell.

Declaration of interest: None

Approve minutes of the 30th October, 2017:

The minutes having been previously distributed were declared a true record and duly signed by the Chairman. Proposed Cllr. Freeman, seconded Cllr. C. Lee – Unanimous.

Matters Arising: None.

Budget review:

The Committee reviewed the Council's expenditure year to date, and full year forecast. Cllr. Freeman informed Council that a bill will be due from GRD Electronics for the repairing of a light. The Clerk also presented details on income received year to date and items outstanding, and a breakdown of the Council's reserves as at 31st March 2017.

Ice Cream Concession 2018/19 Contract:

Following review of two offers for the ice cream van concession on Scratby Green, it was agreed to offer this to Dimascios for £6,500 pa on a three year fixed contract from 2018. Proposed Cllr. Freeman, seconded Cllr. Cheetham – unanimous.

Annual Grounds Maintenance Contracts 2018/19:

The Clerk presented a breakdown on all quotations received for the annual grounds maintenance contracts; the F&GP Committee proposed the following quotations be accepted:

- Ormesby Village Green – Norse (3 year contract)
- Recreation Ground and Scratby Green – Andrew Tuddenham
- Burial Ground and miscellaneous tasks – Great Yarmouth Borough Services (3 year contract)
- Annual Hedge Maintenance – Great Yarmouth Borough Services (3 year contract)

Great Yarmouth Borough Services is a subsidiary of Norse, therefore the Committee requested the Clerk contact them to see if the price can be reduced any further on the basis of three contracts being accepted. Proposed Cllr. C. Lee, seconded Cllr. K. Wendt – unanimous.

Proposed 2018/19 Budget and Precept:

The Clerk presented the proposed 2018/19 financial budget; following discussion and some alterations it was agreed for presentation to full Council on Monday 8th January 2018. Proposed Cllr. Cheetham, seconded Cllr. Freeman – unanimous.

The F&GP Committee proposed to keep the precept and concurrent function grant for 2018/19 the same as the previous year, with the precept being £57,000, and concurrent function grant being £25,500. A further grant of £2,200 will be requested from Great Yarmouth Borough Council for the public toilets grant. Proposed Cllr. Eagle, Seconded Cllr. Freeman – unanimous.

The Committee agreed that the Clerk should conduct research into purchasing a new laptop and upgrading the email account to Office 365.

Keeping Footpaths Open:

Cllr. Freeman raised concerns over the hedges running along the footpath from North Road to Jubilee Woods. Although the farmer is responsible for maintaining these hedges he felt it was wise to add a line within the budget of £500 as a contingency should the Council ever need to arrange for the hedges to be trimmed, the Committee agreed.

Matters for reporting, and items for next agenda:

Matters for reporting:

The Committee requested that the Clerk contact John Clare at Technicus Consulting to enquire about providing an interim report on Scratby steps.

Items for next agenda:

- Reserves Policy

Date of next meeting:

The next meeting will be held week commencing Monday 5th March 2018 – details to be confirmed.

The meeting closed at 8.17pm.

Signed:

Date: