

**Minutes of a meeting of Ormesby St Margaret with Scratby Parish Council Finance and General Purposes Committee
Held on Monday 16th December 2019 at the Village Centre, Station Road, Ormesby St Margaret, at 7pm**

1. **Present:** Cllrs. Cheetham, Freeman, Gingell, Scott-Greenard, Lee, K. Wendt. **Chair:** Adrian Peck. **Clerk:** Jayne Morse
Apologies: None
 2. **Declarations of Interest for matters on the agenda:** None
 3. **Minutes of the meeting held on Monday 9th September 2019:** Approved with amendments
 4. **Matters Arising from previous minutes:**
 - Confirmation of additional signatory approval of Cllr. Cheetham and Cllr. Lee was still awaited from Lloyds Bank.
 - Section 100 legislation to be put onto all Agendas. Cllr. Freeman to ask GYBC Monitoring Officer to send this legislation to the Clerk.
 - Terms of Reference of the Finance and General Purposes Committee had been approved by full council.
 5. **Traffic calming and signage Appleton Drive, Ormesby** – It was agreed that a traffic management plan will be incorporated into the Parish Plan in the future.
 6. **Recreation Ground** – Cllr. Scott-Greenard reported that this project was gaining momentum and the working party were very enthusiastic to get ideas off the ground. It was agreed that a float of £500 from 19/20 budget was to be set aside in the NatWest account for this purpose. A further £750 was agreed to be transferred next year from the 20/21 budget. It was noted that some of these funds would be absorbed into the development of a website and the organisation of events. It was agreed that up to £150 could be spent by the working party, but anything above this amount would need to be authorised by full council.
 7. **Jubilee Woods – Sign** – The Clerk had received a quotation for an engraved oak sign but further confirmation of fitting costs were to be sought as it was unclear what had been included in this quotation.
 8. **Contractors 2019/20**
 - **Burial Ground to include pit, layby, allotment hedge and bus shelter** – It was agreed to award the Burial Ground Contract to CGM commencing in April 2020. The Allotment, Pit, Layby and Bus Stop to be awarded to Norse.
 - **Recreation Ground** – ongoing with CGM
 - **Scratby Green** – ongoing with CGM
 - **Ormesby Green** – ongoing with Norse
 9. **Management accounts – Budget and Forecast 20/21** – It was agreed that the management accounts were all within budget for 19/20 and the 20/21 budgets were agreed. It was agreed to budget for £500 in 19/20 and another £500 in 20/21 for the VE Day event.
 10. **Precept, Tax Support Grant and Concurrent Function** – It was agreed that the Precept should be increased as agreed at the 18/19 Full Council meeting and that the Concurrent Function Grant would need to be broken down for reporting purposes.
 11. **Matter for reporting** – It was agreed that the Lloyds Bank Static Account should be used to ring fence donations and pledges received for the Scratby Steps Project. Transfers to be done in January at full council.
- Items for next Agenda**
- **CNL Accounts**
 - **Section 100 legislation**

Please note that no decisions can lawfully be made under this item. The Local Government Act 1972 s12 10(2)(b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

Next meeting: Monday 23rd March 2020

The meeting closed at 9.15pm.

Jayne Morse

Clerk and Responsible Financial Officer
Published 17th December 2019

Ormesby St Margaret with Scratby Parish Council - Expenditure	
COST CENTRE	BUDGET 2020/21
RECREATION GROUND & PAVILION	
Grass Cutting	2,426.00
Gate Person	1,825.00
Groundsman - litter picking	550.00
General Maintenance	500.00
Pest Control	200.00
Tree/hedge maintenance	500.00
RECREATION GROUND & PAVILION	750.00
VE Day	500.00
Electricity	500.00
Water	300.00
CFG = £10,050.00	8,051.00
BURIAL GROUND	
Grass/Hedge Cutting	2,700.00
General Maintenance include trees	2,000.00
Pest Control	300.00
Bins emptying	1,560.00
Miscellaneous Expenditure	1,000.00
CFG = £7,500.00	7,560.00
SCRATBY BEACH / STEPS / GRN	
Pest Control	200.00
Grass Cutting and Hedges	400.00
Beach cleaning	2,050.00
Flag Pole	1,200.00
Scratby Steps	1,000.00
Scratby In Bloom	300.00
CFG = £3,000.00 + £1,800.00	5,150.00
ALLOTMENTS	
Grass Cutting/Hedges	500.00
Water	400.00
Rent	300.00
Miscellaneous Expenditure	300.00
	1,500.00
VILLAGE GREENS	
Grass Cutting	1,158.00
Trees	500.00
Xmas trees	200.00
Pit	300.00
Layby next bus stop weedkill	100.00
Village Green Bollards	500.00
Jubilee Woods	800.00
Ormesby in Bloom	500.00
Pest control	350.00
Memorial Green	150.00
Footpaths	500.00
Miscellaneous	0.00
CFG = £4675	5,058.00
BUS SHELTERS	
General Maintenance	500.00
	500.00
PARISH HALLS	
All Saints Parish Hall (Loan Repaymt)	37,307.38
All Saints Parish Hall (Other)	0.00
Village Centre (Interest-only Loan Repaymt)	2,667.50
Bracecamp	0.00
Miscellaneous Income Recharge	0.00
	39,974.88
TOILETS	
Scratby Toilets	2,700.00
	2,700.00
GENERAL ADMINISTRATION	
Clerk's Salary (Net)	21,000.00
HMRC:-	
Employee's Tax & NIC	0.00
Employer's NIC	1,500.00
NEST Pension - Employer	650.00
NEST Pension - Employee	0.00
Office Costs:-	
Phone	144.00
General (stationery, etc)	1,000.00
Clerk's Expenses	0.00
Mileage	300.00
Insurance	3,000.00
Audit	600.00
IT & Domain	270.00
Councillor expenses	300.00
Subscriptions	1,000.00
Training	2,000.00
Election reserve	2,000.00
Miscellaneous	200.00
Professional Services	1,500.00
Donations	150.00
Reserves Fund	1,058.00
	36,672.00
OTHER	
other misc	
Scratby Steps	
Section 137 Expenditure	
Road Fund Drain Repair	
Total	107,165.88

Ormesby St Margaret with Scratby Parish Council - Income	
	BUDGET
COST CENTRE	2020/2021
RECREATION GROUND	0.00
Electricity	0.00
Electricity Recharge	0.00
VE Day and Events	1,000.00
Water	0.00
Water Recharged	0.00
Insurance Claim	0.00
Misc - Events	0.00
	1,000.00
BURIAL GROUND	
Income - Burials / Plot Reservations	2,000.00
	2,000.00
SCRATBY BEACH / STEPS / GRN	
Income - Day Huts	900.00
Income - Ice Cream Van Concession	6,500.00
Other Income	0.00
	7,400.00
ALLOTMENTS	
Income - Tenancies	1,437.50
Deposits	
Deposit Contra	
	1,437.50
GENERAL ADMINISTRATION	
Donations	
Miscellaneous	
	0.00
OTHER	
VAT - Reclaimed	
	0.00
BANK	
Interest - Lloyds Main Savings Account (7112399)	25.00
Interest - Savings Account (24183568)	
Interest - Community Newsletter Fund (24184660)	0.50
Interest - Nationwide 125 day Saver	960.00
FUNDING	
Precept	64,766.00
Tax Support Grant	3,410.00
Concurrent Funding Grant	25,500.00
Toilet Grant	2,700.00
	97,361.50
Total	109,199.00