

**Minutes of a meeting of Ormesby St Margaret with Scratby Parish Council Finance and General Purposes Committee
Held on Monday 25th March 2019 at the Village Centre, Station Road, Ormesby St Margaret, at 7pm**

Present: Cllrs. Cheetham, Freeman, Gingell, C. Lee, Scott-Greenard, and K. Wendt. **Chair:** Adrian Peck. **Clerk:** Jayne Morse

1. **Declarations of Interest for matters on the agenda:** None
2. **Minutes of the meeting held on Monday 24th January 2019:** Approved
3. **Matters Arising from previous minutes:** None
- 3.1 **Salary payments** – to be made Standing Order and Date of payment to be moved to the 24th of the month was agreed. The Clerk notified Council of an anomaly with the payment of pension contributions and confirmed this had now been rectified.
4. **IT – Microsoft Business** – It was agreed that the Microsoft Business package should replace the previous version of Microsoft Home.
5. **Bank/BACS payments/Charge card/Authorisation** – it was agreed that an application for a sub account to the Treasury Account to be applied for at Lloyds Bank. This account will allow the use of debit cards. The account to be topped up on a monthly basis to the agreed amount of £500.
6. **Mobile phone** – it was agreed to move to a SIM only plan with EE when the Vodafone contract runs out in July 2019. Cancellation letter to Vodafone to be sent recorded delivery.
7. **Recreation Ground – Electricity supply** – it was agreed that a more cost-effective supplier should be sought.
8. **VAT** – it was agreed that All Saints Parish Hall would reimburse the Parish Council if advised by NALC and their VAT expert that this cannot be reclaimed by the Parish Council.
9. **To review current expenditure year to date and full year forecast for the 2018/19 financial year** – All agreed. Overspend of £2000. This is due to an unforeseen cost for the allotments, bus shelter, and reports needed for Scratby Steps.
10. **To finalise 2019/20 contractors** – CGM to be awarded the contract for the grass cutting at the Recreation Ground and to advise A Tuddenham that he was not successful.
11. **Update on investment products for the reserves fund** - Cllr. Scott-Greenard had been recommended Octopus and advised that this could be self-managed by a Financial Advisor but it was noted that any investment is not 100% safe. It was decided to also look at the Charities Aid Fund.
12. **Matters for reporting and items for next agenda** - None

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: To Be Confirmed

The meeting closed at 8.30pm.

Jayne Morse

Clerk and Responsible Financial Officer
Ormesby St Margaret with Scratby Parish Council
Published 26/03/2019