

Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 20th May 2019 at The Jubilee Room Belbroughton Recreation Centre

Present: Councillors: A Homer, A Hood, A Mabbett, S Nock and, S Pawley.
In attendance, the clerk. 0 members of the public.

158/19 Election of Chairman and Vice Chairman

Cllr. Mabbett was elected Chairman and Cllr. Nock elected Vice Chairman.

159/19 Apologies. None.

160/19 Declarations of interest. None. **161/19 Dispensations.** None requested.

162/19 Minutes of previous meeting.

The minutes of the meeting of 15th April 2019 were approved by the Committee and then signed by the Chairman.

163/19 Bank reconciliation.

The Committee noted the monthly reconciliation carried out by Cllr. Hood who duly signed the bank statements and the 'Quickbooks' reconciliation prints for Council records. The Committee agreed that Cllr. Nock would carry out the next reconciliation procedure at the June Finance Committee.

164/19 Accounts for Payment.

The clerk circulated the list of items for payment totalling £16,726.33

The Committee authorised the payments. The Committee authorised Cllrs. Mabbett and Pawley to confirm the transfer between bank accounts and the electronic payments. The Committee authorised Cllrs. Mabbett and Morgan, Chairman of the Council, to sign cheques. It agreed to Cllr. Morgan taking this action as he remained a signatory to the bank account although not a member of the Committee.

The Committee members agreed that all of its members should complete documents to become signatories on the bank mandate and the clerk was requested to arrange the necessary procedures.

165/19 The Green Belbroughton – Legal Fees

The Committee noted that its lawyers required legal fees of circa £1,200 for examination of the Sec 104 agreement which the Council would need to enter into along with the Developer, his contractor and Severn Trent in respect of the drainage link running through The Green. It further noted that the lawyers had advised that the fees are payable by the Developer as part of the Agreement with the Parish Council and that they would liaise with the Developers lawyers in this regard.

166/19 Grants

The Committee agreed not to set up a Working Group for assessment of grant applications. These would be considered by the Committee as a whole, although the public would not be permitted to be present during the consideration process due to possible commercial sensitivity of the grant applicants' information. The July Committee meeting would consider the applications.

167/19 Parish Gardeners and Lengthsman

The Committee agreed that Cllrs. Mabbett, Nock and Pawley would between them meet with the two gardeners and the Lengthsman to discuss both the current work schedules and also any alterations to these. Any changes would be referred back to the Committee for approval.

168/19 Footpaths

The Committee agreed that Cllrs. Nock and Pawley would liaise with the volunteer footpath warden to discuss ongoing footpath works during this Council year.

169/19 Financial Strategy

The Committee assessed the current Council Financial Strategy and agreed to adopt it unchanged for this council year.

170/19 Maintenance Work

Cllr. Hood advised he would be discussing improved signage at Bell Heath with Richard Clewer of WCC Highways. C.Cllr. May had provided funds which could be utilised if necessary.

Cllr. Nock advised that he had met with a resident at Dark Lane to discuss the Parish Council owned area and concluded that the following works were required:
Grass cut property and strimmed as necessary – weeds treated – tidy the site of a former rhododendron bush, which requires levelling and re-seeding - areas surrounding the benches could be improved with some paving – bushes generally need reshaping and areas of the brook have vegetation / trees requiring removal – sandstone blocks need cleaning – railings require repainting.

The Committee agreed that the Lengthsman should be asked to commence a tidy up of the Dark Lane area and approved 15 hours work. This would be in addition to the scheduled Lengthsman work and thus is contracted work to Mr N Williamson. Cllr. Nock would liaise with Mr Williamson.

The Committee agreed that a local resident could continue to plant up the area and charge the Council up to £30 for plants.

Cllr. Nock advised that a wooden post on the land opposite the school needed securing to the ground. He advised that he would ask the Lengthsman to re-install it.

Cllr. Mabbett advised that although the area was tidy from prior previous parish council work the pavement from mini-island was inadequately wide for pushchairs. Committee agreed to ask the Lengthsman again to assess the area and see if the earth bank can be moved back.

It may be an issue to refer back to WCC Highways.

Action: the clerk to instruct the Lengthsman.

171/19 Other Financial Business

The clerk advised that since the recent election had been uncontested the 2019/20 budget allocation of £2,600 for election expenses would not be required. The Committee agreed that these funds should be made available to the Open Spaces cost line.

The meeting closed at 8.55 pm.

Signed.....Chairman.