



Minutes of the Finance Committee Meeting
held on the 17th November 2023 at 5.00pm at Mistley Village Hall

Councillors Present:

Councillor R Frost (*Chair of Committee - from Minute Number 2*)
Councillor C Howell
Councillor P Nutter (*Towards end of Minute Number 10*)

In Attendance:

Mrs S Clements – Parish Clerk/Responsible Financial Officer
No Members of the Public

The current Chairman of the Committee – Councillor Frost chaired for the first item only.

1. **Nomination of Chairman of the Committee** – *The current Chairman of the Committee – Councillor Frost took the Chair for this item.* Following the vote, (proposed by Councillor Howell and seconded by Councillor Nutter), it was agreed that Councillor Frost will continue to be the Chairman of the Committee for the ensuing year.

Councillor Frost continued to chair the Meeting from this point.

2. **Nomination of Vice-Chairman of the Committee** – Following the vote, it was agreed that a Vice-Chairman is not required.
3. **Welcome and Apologies for Absence** – There were none.
4. **Public Voice** – No Members of the Public were present.
5. **Declarations of Interest and Dispensations** – Councillors Frost, Howell, and Nutter all declared personal interests under Minute Number 10 as they are trustees of the Mistley and Manningtree Welcome Home Memorial Trust. Councillor Frost declared a personal interest under Minute Number 10 as she is a member of Mistley Rugby Club.
6. **Minutes of the Previous Finance Committee Meeting** – The Committee received, considered, and agreed the Minutes of the Finance Committee Meeting held on the 16th December 2022 following the vote. (Proposed by Councillor Frost and seconded by Councillor Howell). (Copy in Minute Book).
7. **Matters Arising/Updates from Previous Minutes** – There were no new updates.
8. **Finance Committee Terms of Reference** – The Committee received and considered the Finance terms of reference. Following the vote, no changes to these were recommended at the current time.
9. **Community Seating/Benches** – Following the vote, the Committee recommended taking advantage of the seating/benches offer from a local contractor from Bradfield for seating at The Paddock, Furze Hill or/and the Welcome Home Field where the cost will be just £450 in total for two benches and two picnic tables and benches. The benches are approximately 1.8m long, made of heavy-duty galvanised metal and painted silver. The two round picnic tables are of the same construction as the benches, where the tables are approximately 1.1m.

10. **Draft Budget/Precept 2024 2025** – The Committee received and considered the details. A full and detailed discussion and review took place.

Councillor Nutter left the meeting at this point (6.20pm).

Following the vote, a Budget and Precept of £101,580 was recommended to the full Council Meeting on the 18th December 2023.

11. **Parish Council Assets Fees/Charges** – The Committee received, reviewed, and recommended to the full Council that the Brunswick and Railway Allotment plots annual rental charges be increased by an additional £5.00 effective from the 1st April 2024.

12. **Cemetery Fees** – The current fees were received and reviewed. Following the vote, it was recommended to increase these by 5% - effective from the 1st April 2024.

13. **Cemetery Rules** - The current rules were received and reviewed. Following the vote, it was recommended not to make any changes for the time being.

14. **Urgent Communications** – There were no matters.

There being no further business, the Meeting at 6.30pm.