

MISTLEY PARISH COUNCIL

Minutes of the Finance Committee Meeting held on 9th December 2024 at 6pm at Mistley Village Hall

Councillors Present:

Councillor J Chaplin

Councillor I Killion (*Chair of Committee - from Minute Number 2*)

Councillor P Nutter

In Attendance:

Mrs S Clements – Parish Clerk/Responsible Financial Officer

Two Members of the Public – (*Towards the end of Minute Number 13*)

The Chairman of the Council – Councillor Nutter chaired for the first item only.

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

Councillor Killion chaired 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** – An apology for absence was received from Councillor Coiley (meeting clash). This was accepted by the Committee.
4. **Public Voice** – No Members of the Public were present at this point in the Meeting.
5. **Declarations of Interest and Dispensations** – Councillor Nutter declared a personal interest under Minute Number 13 as he is a Trustee of the Manningtree and Mistley Welcome Home Memorial Trust.
6. **Minutes of the Previous Finance Committee Meeting** – The Committee received, considered, and agreed the Minutes of the Finance Committee Meeting held on the 17th November 2023, following the vote. (Proposed by Councillor Killion and seconded by Councillor Nutter). (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 Committee terms of reference. Following the vote, no changes were recommended at the current time. (Proposed by Councillor Chaplin and seconded by Councillor Nutter).
9. **Resolution to Exclude the Public and the Press** – The Public Bodies S.1 (2) (Admission to Meetings Act 1960) and the Local Government Act 1972 ss 100 and 102 (amended 2014). The Committee agreed following the vote, to exclude The Clerk for this item only, since publicity would legally prejudice sensitivity and confidentiality. (Proposed by Councillor Killion and seconded by Councillor Nutter).

The Clerk left the Meeting at this point.

10. **Local Government Services Pay Agreement 2024/25** – The Committee agreed recommendations to the full Council Meeting on the 16th December 2024. (Recommendations in Confidential part of these Minutes).

The Clerk was asked to return to the Meeting at this point. The main Meeting continued.

11. **Playzones – Tendring District Council** – The Committee considered the funding bid in conjunction with Tendring District Council and the Football Foundation.

1 Signed – Chairman.....Date.....

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This is for a Multi-Sports Mini Pitch and Floodlights where the total cost is approximately £350,000. Match/Partnership funding of 25% is required for an earmarked/ring-fenced reserve from the Parish Council - maybe with other community stakeholders. The Committee considered this matter prior to and as part of item 12 below – Draft Budget/Precept 2025 2026. Following the vote, (proposed by Councillor Nutter and seconded by Councillor Killion), the Committee recommended that the Council ring-fences £75,000 from its General Reserves fund.

- 12. Draft Budget/Precept 2025 2026** – The Committee received and considered the details. A full and detailed discussion and review took place. Following the vote, it was recommended to the full Council Meeting on the 16th December 2024 that a further review would take place of the nominal codes and cost centres to make the budget and general finance more streamlined and up to date. Another Finance Committee Meeting is scheduled for Thursday 9th January 2025 at 6.30pm at Mistley Village Hall and an Extraordinary Parish Council Meeting is recommended for Monday 20th January 2025 at 6.30pm at Mistley Village Hall. (Tendring District Council's deadline date for the precept request is the 22nd January 2025).

Two Members of the Public arrived at this point.

- 13. Parish Council Assets Fees/Charges** – The Committee received, reviewed, and recommended to the full Council the following increases from the 1st April 2025: the Brunswick and Railway Allotment plots annual rental charges to increase by an additional £5.00, the open space allotment land between Middlefield Road and Harwich Road (two tenants) to increase from £65.00 per annum to £68.00 per annum (5%), Church Meadow (grazing) to increase by an additional £5.00, and the Essex County Council highway verges charge to increase from £500.00 per annum to £520.00 per annum.
- 14. 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 2025. (Proposed by Councillor Killion and seconded by Councillor Chaplin).
- 15. Cemetery Rules** - The current rules were received and reviewed. Following the vote, it was recommended not to make any changes for the time being. (Proposed by Councillor Killion and seconded by Councillor Nutter).

There being no further business the Chairman closed the Meeting at 8.38pm.