

MISTLEY PARISH COUNCIL
Minutes of the Finance Committee Meeting held on
Monday 18th November 2020 at 7pm via Zoom



Councillors Present:

Councillor J Cambridge
Councillor C Howell (*Chairman of the Committee*)
Councillor J Chaplin
Councillor P Nutter
Councillor I Peacock

In Attendance:

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

The Chairman reminded attendees that the Meeting is being recorded.

1. **Welcome and Apologies for Absence** – There were none.

Councillor Nutter indicated his preference to be nominated as Chairman of this Committee. The Clerk advised that the first item of business for the first Finance Committee following the Annual Parish Council Meeting in May 2020 should be the nomination of the Chairman of the Committee. The Clerk apologised.

2. **Public Voice** – No Members of the Public were present.
3. **Declarations of Interest** – There were none.
4. **Minutes of the Previous Finance Committee Meeting** – The Committee received, considered and agreed the Minutes of the Finance Committee Meeting held on the 6th December 2019 following the vote. (Proposed by Councillor Nutter and seconded by Councillor Peacock). (Copy in Minute Book).
5. **Matters Arising/Updates from Previous Minutes** – The Committee noted that the Cemetery Committee was disbanded and it was then subsequently decided to continue this as a sub-Committee.
6. **Finance Committee Terms of Reference** – The Committee received and considered the draft Finance terms of reference and the Cemetery Sub-Committee terms of reference. A full and detailed discussion took place about whether the Cemetery Committee or Sub-Committee should be disbanded again. Following the vote, (proposed by Councillor Cambridge and seconded by Councillor Howell), the Committee recommended referring this matter. The Committee noted that Manningtree Town Council does not contribute towards the grounds maintenance costs at the Cemetery or to any losses as a result of Cemetery Fees income compared to outgoing costs such as grounds maintenance.

In the interim period Councillor Nutter agreed to liaise with Councillor Stocks the Mayor of Manningtree Town Council.

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7. **Budget/Precept 2021/2022** – The Committee received and carefully considered the draft Budget/Precept 2021/2022 details. A full and detailed discussion took place. Following the vote, (proposed by Councillor Cambridge and seconded by Councillor Nutter), it was agreed to recommend the Precept and Budget for the 1st April 2021–31st March 2022 of £95,000 to the full Parish Council at its Meeting on the 21st December 2020. The increase is recommended to continue with an EMR (Ear Marked Reserve) for phased thinning work at Furze Hill Woods, where the Council has a legal obligation and also the veteran trees, in particular Old Knobbly are part of our local heritage, Emergency Tree Work (health and safety), updating of Street Lighting to LED lanterns over a phased programme, an increase of 5 hours extra per week for the Council's Warden to save on contractor costs for maintenance work and the cost of maintaining and preserving various Community Assets, chainsaw Training for the Council's Warden (smaller trees), Insurance on additional/new Village assets, Councillors training (shortfall last year), New Signage for recreational areas, the Village Hall Car Park, New Allotments (via Hopkin's Homes development), Replacement See Saw for Welcome Home Trust (the Council is the sole trustee but a contribution from the Trust is expected), the Milestone restoration and Legal Fees for the Playing Field land at Harwich Road.

8. **Parish Council Land Permissions, Leases, Contracts & Charges** – The Committee reviewed and considered these details. It was agreed to recommend various changes to the full Council. (Proposed by Councillor Chaplin and seconded by Councillor Peacock). The Committee recommended with effect from April 2021 to increase the few historic full-sized allotment plots tenancy fees (Railway allotments) to £35, half plots to £20 and quarter/starter/smaller shaped plots to £15. (The Cemetery Fees will be reviewed another time).

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

There being no further business, the Meeting at 9.38pm.

Signed Chairman Date 15/11/2021