

MISTLEY PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Friday 16th December 2022 at 4pm Mistley Village Hall



Councillors Present:

Councillor J Chaplin
Councillor R Frost (Chairman)
Councillor C Howell
Councillor P Nutter
Councillor I Peacock

In Attendance:

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

Part 1 of Meeting

- 1. Nomination of Chairman of the Committee** – *The current Chairman of the Committee – Councillor Frost chaired the Meeting for this item.* Following the vote, (proposed by Councillor Howell and seconded by Councillor Nutter), it was agreed that Councillor Frost will be the Chairman of this Committee for the Council ensuing year. Councillor Frost continued to chair the Meeting.
- 2. Nomination of Vice-Chairman of the Committee** –The Committee agreed that a Vice-Chairman is not required. This was agreed following the vote. (Proposed by Councillor Frost and seconded by Councillor Nutter).
- 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 Chaplin, Frost, Howell, and Nutter all declared personal interests under Minute Numbers 9 and 10 as they are trustees of the Mistley and Manningtree Welcome Home Memorial Trust. Councillor Frost declared a personal interest under Minute Numbers 9 and 10 as she is a member of Mistley Rugby Club. Councillors Chaplin and Peacock declared personal interests as they are Trustees of Mistley Village Hall Management Committee - (Parish Councillor representatives).
- 6. Minutes of the Previous Finance Committee Meeting** – The Committee received, considered, and agreed the Minutes of the Finance Committee Meeting held on the 15th November 2021 following the vote. (Proposed by Councillor Nutter and seconded by Councillor Peacock), subject to the proposer and seconder being removed. (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 terms of reference. Following the vote, (proposed by Councillor Nutter and seconded by Councillor Peacock), the Committee recommended these without any changes.

1 Signed – Chairman.....Date.....

MISTLEY PARISH COUNCIL

9. **Draft Budget/Precept 2023 2024** – The Committee received and considered the details. A full and detailed discussion and review took place.

Following the vote, (proposed by Councillor Frost and seconded by Councillor Nutter), a Budget and Precept of £96,615 was recommended to the full Council for the Meeting on the 16th January 2023.

Part 2 of Meeting – The Committee reviewed and made the following recommendations to the full Parish Council:

10. ***Parish Council Assets Fees/Charges** – The Committee received, reviewed, and recommend to the full Council that all allotment fees will increase by an additional £5.00 per annum including the Brunswick, Railway and Middlefield Road and Harwich Road sub-let tenants. The new River Reach plots will follow the same charging structure. With regard to the annual Essex County Council Highway verges charges for £425 per annum, it was recommended that the County Council be given notice that these charges will be increased to £500 for 2023/24. This recommendation was agreed following the vote. (Proposed by Councillor Frost and seconded by Councillor Nutter).
11. ***Furze Hill Playing Field** – The Committee considered a possible hiring structure for the spring and summer including hire charges, booking forms, and terms and conditions of hire for members of the public, groups – including Mistley Kids Club. Following the vote, (proposed by Councillor Frost and seconded by Councillor Nutter), the Committee considered that it did not wish to set any such arrangements up at the current time.
12. **Cemetery Fees** – The current fees were received and reviewed. Following the vote, (proposed by Councillor Frost and seconded by Councillor Nutter), it was recommended to increase all fees by 10% with effect from the 1st April 2023.
13. **Cemetery Rules** - The current rules were received and reviewed. Following the vote, (proposed by Councillor Frost and seconded by Councillor Nutter) the Committee recommended no changes.
14. **Urgent Communications** – The Committee recommended that the Locum Cleaner be asked to carry out duties from the 12th to 19th January 2023 inclusive, at a total cost of £160. This includes opening, cleaning, and closing the public toilet and opening and closing the barrier gate each day during this period, including the weekend.

There being no further business, the Meeting at 6.05pm.