

**Minutes of Shevington Parish Council
Finance Committee Meeting
Held Wednesday 6 September 2023
7:44 pm - The Community Centre at Vicarage Lane Fields**

Present: Councillor William McKnight (Chairman), Councillors Christopher Horridge, John Whiteley, Michael Crosby and Helen Thompson (via MS Teams)
Two members of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

1. Apologies

Cllrs Mike Grimes and Janet Brown

2. Declaration of Interests

None

3. Minutes of the Last Finance Committee Meeting (7 June 2023)

Resolved: The Minutes of the Finance Committee meeting held on 7 June 2023 were approved as a true and correct record.

4. Quarterly Budget Monitoring

The quarterly budget monitoring report was received and discussed. The Committee noted that most cost centres were on line. The exception was the 'Memorial Park Development' cost centre, which was showing an overspend. In addition expenditure approved recently by the Council would result in overspends in a couple of cost centres, if virements were not approved.

Resolved:

The following virements were approved:

- (a) £645 from the 'Contingency' cost centre to the 'Chairman's Allowance' cost centre to cover the following expenditure approved by the Council at the end of August:
- £395 for the hire of a PA system and a sound technician for Remembrance Sunday,
 - An increase in the Council's donation to the RBL by £180 and
 - £70 for the Parish Council's Honours Board to be updated.
- (b) £495 from the 'Memorial Park Development' reserve to the active cost centre of the same name to cover
- an overspend of £200 when settling the payment for the paving repairs in the Memorial Garden and

- £295 for the hire of a PA system and sound technician for the Official Opening of the New Play Equipment / Family Fun Day on 2 September, which was approved during the August Council meeting.

5. Christmas Decorations

Resolved: The Committee approved the recommendation of the Policy & General Purposes Committee that an order for the following should be placed with Joseph Noblett Ltd:

3 x 18ft Nordmann trees @ £285 = £855

1 x 22ft Nordmann tree @ £450

Delivery, installation and removal = £1,150

TOTAL = £2,455

6. Financial Aid Applications

Two grant applications were considered.

- **Friends of Stockley Park**

Resolved: The Committee awarded a s137 grant of £500 to the Friends of Stockley Park to support a range of improvements proposed for the park.

- **Friends of Shevington Memorial Park**

Resolved: The Committee approved a s137 grant of £157 towards the cost of insurance for the FSMP. To cover the overspend in the Financial Aid cost centre this would generate, the Committee approved a virement of £119 from the 'Contingency' cost centre to the 'Financial Aid' cost centre.

7. Date of Next Meeting

27 September (Council); 4 October (Policy & General Purposes Committee)

CONFIDENTIAL ITEMS

Resolved: That, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.

The members of the public withdrew from the meeting.

8. Minor Maintenance Work

Members considered quotations obtained for several items of minor maintenance work following the Annual Inspection of Property.

- (a) **Resolved:** The Committee approved a quotation of £230 provided by John Parker to remove the shed in the raised bed allotment area at Forest Fold. This would be funded from the 'Upgrades / Allotments' cost centre.
- (b) **Resolved:** The Committee approved a quotation of £260 provided by John Parker to undertake repairs to the block paving on the plinth under the bench in the north of Memorial Park and to replace the rotting wood on the bench and paint it. A virement of £260 from the 'Contingency' cost centre to the 'Street Furniture' cost centre was approved to fund this work.
- (c) **Resolved:** The Committee approved a quotation of £370 from John Parker to soil up the concrete sides of the newly repaired paved footpath from Church Lane to the Memorial arch and fill a hole and indents in wooded area at the top of Memorial Park. This would be funded from the 'Maintenance, materials, etc' cost centre.
- (d) **Resolved:** The Committee approved a quotation of £280 from John Parker to fit three 'Beware of Mud on the Paths' signs. This would be funded from the 'Risk Management' cost centre.
- (e) **Resolved:** The Committee approved a quotation of £190 from John Parker to fit four memorial tree plaques at several locations. A virement of £190 from the 'Contingency' cost centre to the 'WWI Commemoration / Platinum Jubilee' cost centre was approved to fund this work.
- (f) **Resolved:** The Policy & General Purposes Committee's recommendation with regard to the replacement of the old, rusty litter bin in the Longbrook kickabout by the much newer bin located on a pavement in Longbrook was approved. John Parker would carry out the work.

9. Gathurst Lane Car Park Repair

The proposal for the repair of the pothole forming around one of the sunken grids in the car park was considered.

Resolved: The Committee approved a quotation of £350 from Masterplan Ltd. A virement of this amount from the 'Car Park / Fence' reserve to the 'Car Park / Fence repairs' cost centre was also approved.

10. Unpaved Footpath in the Memorial Garden

Proposals for the renewal of the deteriorating surface of the gravel footpath in the Memorial Garden were considered and the best way forward was discussed. Because of the costs involved it was agreed that the possibility of applying for a grant from the War Memorials Trust would be explored.

There being no further business, the meeting closed at 8:30pm.

Chairman