

Meeting: Finance & Asset Committee
Date: 12th April 2018
Time: 8pm
Venue: Jubilee Park Pavilion

Members: Mike Stevenson (Chairman), Nigel Harding, Mike Parry, Martyn Redfern and Kay Nash

Present: Mike Stevenson (Chairman), Nigel Harding, Mike Parry, Martyn Redfern and Kay Nash

In attendance: Heather Heelis (Parish Clerk)

Under Standing Order No. 1. c) Meetings will last no longer than 2 hours and 1. d) If the business of the meeting has not been concluded after 2 hours a resolution will be taken to continue the meeting for no longer than 30 minutes to conclude or defer the business in hand.

AGENDA

1. **Apologies**
Nigel Harding – apologies accepted.
2. **Declarations of Interest**
None.
3. **Minutes of the meeting held on 8th February 2018**
Agreed.
4. **Finance Report**
The Year end accounts are currently being prepared for the year end closedown on 19 April 2018.
Action: Circulate to the F&A Committee and arrange an extra-ordinary full Council meeting at the beginning of June in order to send the AGAR form by 11 June to the External Auditor.
5. **Grants/Donations**
 - a) 1st Rendlesham Scouts – Whilst the Committee was very supportive of the request, it was noted that the Parish Council's grant giving policy does not allow grants to individuals. It was **agreed** to instead offer the Scouts opportunities for fundraising eg using the pavilion for no charge, free stand at the Rendlesham Show etc to assist them. It was further noted that they would be having donation boxes at the 2018 Fireworks Display.
 - b) E.A.C.H. – It was **agreed** to advertise the Parish Council grants scheme. It was further **agreed** to donate £200 to EACH.
6. **Consideration of Invoicing software**
Agreed to pursue invoicing software with RBS. **Action:** Clerk.
7. **Consideration of joint event for the Royal Wedding**
Agreed to loan the Boardwalk any reasonable resources the Parish Council have, however, there was no capacity for staffing or arranging the event.
8. **Website development – update**
No progress. Deferred to the next meeting.

9. Signage to Jubilee Park

The Clerk is currently working with Handsome Prints on Bentwaters to organise the signage.

10. Participatory Budgeting 2018

- Defib – already being provided.
- More bins – to be deferred to a later meeting. Only deliverable on Parish Council or LA land.
- Sprung hinges on the gates at Mayhew Road

To be put forward to the vote

- Skatepark
- Litter picking
- Wildlife and increase the elements in the wildlife area
- Free exercise classes
- Extending path around Jubilee Park

Friday 15 June, 3-7pm

Saturday 16 June, 10-12pm

Action: Clerk to send email to all councillors to create a rota for staffing the voting.

11. Consideration of in-house PAT testing

Deferred.

12. Village Square

- a) Consideration of relocation of the planters in the village square – Site visit to be arranged for Wednesday 25 April at 7pm.
- b) Use of tables and chairs outside the Boardwalk – the owners have been put in touch with Walnut Tree Services.

13. Walnut Tree Services

Bottle banks – they are being well used. Agreed to delegate authority to sign to the Clerk. Martyn Redfern to liaise with the Clerk to go over the document.

14. Matters for the next meeting

- a) Purchase of projector – Deferred indefinitely.

15. Articles for the newsletter

Participatory Budgeting – advertise the voting days and rules.

16. Next meeting: 14th June – apologies from Mike Stevenson.

17. Dates of 2018 meetings: 11th October, 8th November, 13th December

SIGNED _____

DATED _____