

Report of the Finance and General Purposes Committee Meeting held on Monday 1st February 2010 at Great Waltham Village Hall

1. Record of Members present

Chairman: Mr Braisby
Councillors: Mr Blaber, Mr Jackson and Mr Micklem.

2. Apologies for Absence

Were received from Mrs Dickinson.

3. Declarations of interests (existence and nature) with regard to items on the agenda.

No interests were declared.

4. Public Participation session with respect to items on the agenda.

There were no members of the public present at the meeting.

5. Parish Council Accounts as at 31st December 2009.

These were presented, discussed and agreed.

6. Outstanding Accounts.

There were no accounts outstanding for over one month.

7. To review Capital Works Provision, and the funding of the programme

The Capital Programme was reviewed and approved as follows:

Project Description	Estimated Cost.	Anticipated Grant	Parish Council Funds	Year for work	Funding Method
Play Equipment, Great Waltham	£21000	£15000	£6000	2009/2010	£15000 Community Initiative Fund (Youth) £6000 Capital Works Account
Community Focus Point Project – Feasibility Study	£9476	£7988.00	£1488	2009/2010	£6500.00 Essex County Council £1488.00 Great Waltham Village Hall Committee £1488.00 Capital Works Account Part Payment made 21 st September 2009 £5856
Ford End Youth Shelter	£7000	£3500	£3500		
Additional Play Equipment	£4000	£2000	£2000		
Total	£41476	£28,488	£12988		

Estimated balance of Capital Works Account as at 31st March 2010 - £8187.69

Estimated balance of Capital Works Account as at 31st March 2011 £2687.69

The Finance and General Purposes Committee noted that the Recreation Committee had considered the next phase/project to be completed in the financial year 2010/2011 at the meeting on 4th January 2010 and discussed a quotation for a summit dome play feature ranging in price between £6505 and £9122. The Finance and General Purposes Committee concluded that there is no scope to increase the £2000 contribution from the Parish Council Capital Works Provision and that any additional funding required for the project would need to be raised from grant monies.

8. Report on outstanding loans

There were no outstanding loans to or from the Parish Council

9. To review Health and Safety at Work Policy

The document was reviewed and it was agreed that it was recommended for signature by the Chairman at the next monthly meeting.

It was felt that the Health and Safety Executives website should be accessed to find out whether there were any new elements which required adding. If this were the case the document would be amended accordingly.

The clerk was asked to arrange for a Health and Safety Statement and a copy of the employers liability insurance certificate to be displayed at the changing rooms and the handyman's container.

10. To check and confirm the latest Bank Reconciliation

The bank reconciliation was checked, confirmed, and signed.