



Theydon Bois Parish Council

Parish Office, The Village Hall, Coppice Row,
Theydon Bois, Essex CM16 7ER

Clerk to the Council: Jennifer Endean
Responsible Financial Officer: Caroline Carroll

Minutes of the Meeting of the Finance and General Purposes Committee of Theydon Bois Parish Council held at the Village Hall at 8.00pm on Wednesday 11th March 2020.

Councillors Present: Cllrs Hannibal (Chair), Gooch, Philip, Blake
Cllr Burn was also in attendance
Apologies: Cllr Amos
Officers Present: Mrs Caroline Carroll

252. Apologies for Absence

Cllr Amos

253. Confirmation of Minutes for the meeting held on Wednesday 15th January 2020.

APPROVED

254. Disclosure of Interests with regard to items on the Agenda

(Existence of any Disclosable Pecuniary Interest, or existence and nature of Other Pecuniary Interest or a Non-Pecuniary Interest). The Council has adopted the Essex Public Law Partnership Code of Conduct).

255. Public Participation session with regard to items on the Agenda

Cllr Burn raised the following points under this item: -

Donkey Derby – funds would need to be set aside if the Parish Council were to participate and run a stall at the Donkey Derby this year. Cllr Burn stressed the importance of having the right materials and information for the stall such as display boards similar to the Rural Preservation Society. It was agreed this task would be for the new Community Liaison Committee to take forward.

The Tree Planting figure in the budget had been entered as the wrong amount and this should be amended to £1700 for the 20/21 financial year.

Cllr Burn also raised the matter of the EFDC noticeboard situated outside the entrance to the Heights in the centre of the village. This does need replacing or repairing as it is not in use and given the position should be available to place key Council news.

The website also needs some additional pages added. This would need further discussion with the Sowerby Group and further training is also needed for the Admin Assistant.

Cllr Burn then left the meeting at 8.20 pm

256. To Review the current budget for 19/20

The Committee felt it would be useful to go through each item in detail for the benefit of our new Councillor.

Cllr Hannibal raised the point that the Infrastructure budget would need to be amended to £25,460 within the 20/21 EMR as the figures were originally entered including VAT.

The Allotment fee would be increased to £45.00 per plot as agreed at the last Full Council meeting.

Following a recent Auditor Course attended by the Finance Officer. She pointed out that the advice given by the Internal Auditor and the EALC Trainer was that we should be VAT registered as we are raising invoices and receiving an income for our local business sponsors for advertising in our village news magazine. Cllr Philip and the committee agreed that this is not income for the Parish Council as falls under sponsorship and not chargeable advertising funds.

Cllr Gooch explained to Cllr Blake that the Cemetery could incur future expenditure but not in the next financial year to create another cemetery from the additional land the Parish Council purchased some time ago from the Woodland Trust.

Cllr Hannibal believes we have a small amount of expenditure left in our Section 106 budget so this difference between budget and spend is to be added to EMR of £2464.00.

The Parish Council understands that the general waste litter bins are now suitable for bagged dog waste so we could see these bins being repositioned on the Green and the dog bins disposed of as many are not in good condition.

257. Any Other Urgent Business for report (without decision)

Please note that no decisions can be lawfully made under this item. The Local Government Act 1972 section 12 10 (2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for decision.

258. Date of next F&GP Committee Meeting

Wednesday 13th May 2020

259. Following Agenda items will exclude Public and Press:

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item of business:

The Parish Clerk had received a letter from Epping Forest Community Transport seeking donations. The Parish Council have, in the past, given a small membership fee of £15.00 per annum to this service which was agreed to be of benefit to the village residents. It was agreed that the Clerk would contact EFCT to understand the level of funding they are seeking.

Cllr Gooch asked the Finance Officer to investigate the annual maintenance charges that Essential appear to have increased.

Cllr Gooch and Cllr Hannibal asked Cllr Philip to take forward the reclaiming of the tennis club netting following the floodlights that have been installed.

**Cllr Hannibal closed the meeting at 21.50
Signed on behalf of the Committee as a true record**

Councillor Mike Hannibal Chairman.....Dated:.....