

## Minutes of Finance & Premises Committee Meeting

Held in the Court House, Queens Street, Stradbroke

Tuesday, 1<sup>st</sup> July 2024, starting at 7.30pm

Present: Antony Bush (c), James Hargrave, Maureen John

In attendance: Odile Wladon (Clerk)

<b>FC.24.07.01</b>	<b>Chairs welcome</b> All were welcomed to the meeting
<b>FC.24.07.02</b>	<b>Absences:</b> Caroline Stebbing sent apologies for the meeting.
<b>FC.24.07.03</b>	<b>Declarations of interest</b> a) Councillors declared interests in subsequent agenda items as follows: i. Pecuniary Interests - none ii. Other registerable interests - none iii. Non-registerable interests - none b) No requests for dispensations were received.
<b>FC.24.07.04</b>	<b>Minutes of previous meeting</b> Councillors resolved to accept the minutes of the meeting held 28 <sup>th</sup> November 2023 as a true record of the business conducted.
<b>FC.24.07.05</b>	<b>Public Forum</b> There were no questions or comments received.
<b>FC.24.07.06</b>	<b>Accounts 2024-25 – 1<sup>st</sup> qrt review</b> a) Councillors reviewed the 1 <sup>st</sup> qrt accounts and noted forecast variances against budget as follows: <ul style="list-style-type: none"><li>• Increased credit interest</li><li>• Less travel</li><li>• More training</li><li>• Honorarium for gate locking no longer needed</li><li>• Cost of EE router moved to Health Centre cost centre</li></ul> b) Councillors reviewed proposed virements for 1 <sup>st</sup> qrt and noted the forecast balances, changes as follows: <ul style="list-style-type: none"><li>• Shed user group – all funds now transferred</li><li>• Election and defibrillator fund building transferred</li><li>• April CIL receipts noted.</li></ul>
<b>FC.24.07.07</b>	<b>Policies - For review and approval:</b> a) Councillors reviewed and approved a final draft version of the Financial Regulations to be submitted to Full Council for approval. b) Councillors reviewed and approved an amended Bad Debt policy – change is “Principal Officer” is changed to “Clerk”.
<b>FC.24.07.08</b>	<b>Cemetery</b> Councillors noted that the regulations for the cemetery need to be updated to reflect information received at training. Fees will be reviewed at the next meeting. Councillors agreed that the Clerk should investigate membership of the ICCM to ensure that the cemetery is correctly managed going forward with all up to date guidance and

	information.
<b>FC.24.07.09</b>	<p><b>Health Centre</b></p> <ul style="list-style-type: none"> <li>a) Rent review: District Valuer has recommended a figure for the revised rent; the Council's surveyor has challenged this as the Council's maintenance obligation has not been taken into account.</li> <li>b) Emergency light in foyer has been replaced.</li> <li>c) Insurance revaluation has been booked.</li> <li>d) Powerwall for PV Solar array is now working – AB &amp; JH will investigate log in information to assist with monitoring the system.</li> </ul>
<b>FC.24.07.10</b>	<p><b>Other premises information:</b></p> <ul style="list-style-type: none"> <li>a) Registration of tennis court land – report will be finalised by the Clerk with a view to finalising this over the summer months.</li> <li>b) Tennis Club lease – a copy of the expired lease has been sent to the Club, a response is awaited. Councillors noted that their preferred course of action would be a Licence rather than a Lease.</li> <li>c) Community Centre – recent correspondence with Trustees was noted.</li> </ul>
<b>FC.24.07.11</b>	<b>Date of next meeting:</b> 18 <sup>th</sup> November 2024 @ 7.30pm

Meeting closed at: 8.35pm

Signed: \_\_\_\_\_

Date: